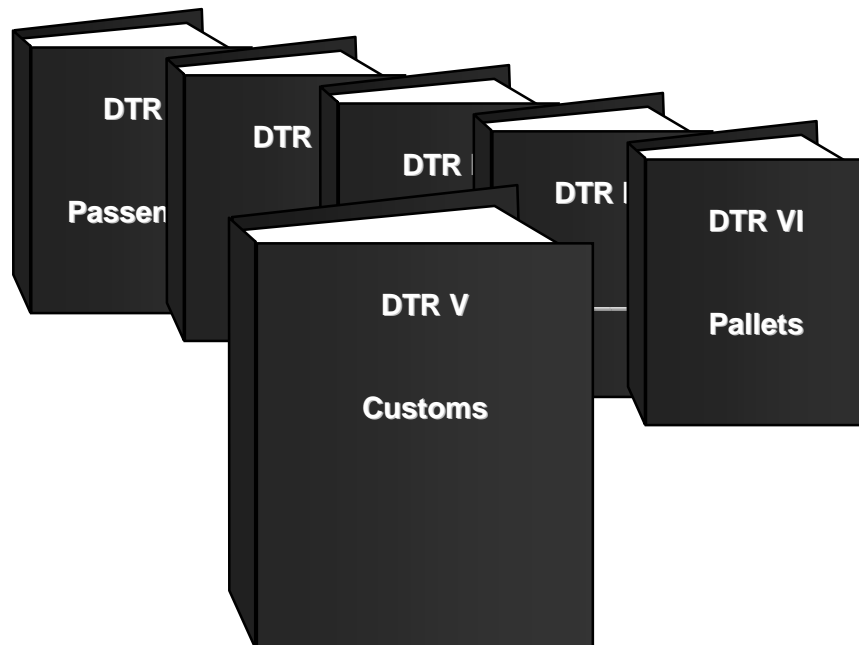




DOD 4500.9-R

DEFENSE TRANSPORTATION REGULATION PART V

**DEPARTMENT OF DEFENSE
CUSTOMS AND BORDER
CLEARANCE POLICIES
AND PROCEDURES**



MARCH 2003

FOREWORD

This document represents changes to Department of Defense (DOD) Regulation 4500.9-R, Defense Transportation Regulation, Part V, Department of Defense Customs and Border Clearance Policies and Procedures. It is issued under the authority of Deputy Under Secretary of Defense (Logistics) Memorandum, Defense Transportation Regulation (DTR), August 4, 1995 and the Under Secretary of Defense (Acquisition and Technology) Memorandum, Assignment of Defense Transportation Operational Regulations and Procedures Authority to Commander in Chief, U.S. Transportation Command (CINCTRANS), 18 November 1998. It implements DOD policy, prescribes procedures, defines responsibilities and identifies customs, agricultural and other border clearance requirements for entry and exit of selected countries of the world in support of United States (US) Forces. In accordance with DOD Directive 5158.4, United States Transportation Command, January 1993, the Commander United States Transportation Command (USTRANSCOM) is the DOD single manager for transportation (for other than Service-unique or theater-assigned transportation assets). Strict adherence to the provisions of this regulation is essential to maintain the integrity of the DOD transportation system.

DOD Regulation 4500.9-R, Part V, Department of Defense Customs and Border Clearance Policies and Procedures, replaces DOD 5030.49-R, DOD Customs Inspection, and applies to the Office of the Secretary of Defense; Military Departments; Chairman and Joint Chiefs of Staff; Unified Commands; and the Defense Agencies (hereafter referred to collectively as the “DOD Components”).

This change is effective immediately. To ensure uniformity, there is no provision for supplemental or unilateral modifications to this regulation, and all DOD Components will distribute it for use at the operating level. The DOD Components may publish more detailed guidance if needed and must provide a copy to the USTRANSCOM/TCJ5-Customs Branch (LTC). Proposed changes to this regulation must be sent to USTRANSCOM/TCJ5-LTC after staffing through DOD component customs channels. No changes to this regulation may be made without prior coordination with the Military Services and other Agencies, when applicable.

The DOD Components may obtain copies of this regulation through their own publication channels and it is approved for public release, distribution unlimited. It is also available on the USTRANSCOM web at: <http://public.transcom.mil/j5/j5lt/dtr.html>.

Authorized registered users may obtain copies of this regulation from the Defense Technical Information Center, 8725 John J. Kingman Road, Fort Belvoir VA 22060. Other Federal Agencies and the public may obtain copies for a fee from the US Department of Commerce, National Technical Information Services, 5285 Port Royal, Springfield VA 22161.

TABLE OF CONTENTS

FOREWORD	ii
FIGURES	vii
REFERENCES	ix
WEBSITES	xiii
DEFINITIONS	xv
ABBREVIATIONS AND ACRONYMS	xxiii
CHAPTER 501 - DEPARTMENT OF DEFENSE (DOD) CUSTOMS AND BORDER	
CLEARANCE PROGRAM (CBCP).....	501-1
A. GENERAL	501-1
B. SCOPE.....	501-1
C. POLICY.....	501-1
D. DUTIES AND TAXES	501-2
E. INDIVIDUAL MISSIONS, ROLES, AND RESPONSIBILITIES.....	501-2
F. ADMINISTRATION.....	501-5
G. IMPLEMENTATION	501-6
CHAPTER 502 - US ENTRY REQUIREMENTS	502-1
A. GENERAL	502-1
B. RESPONSIBILITIES	502-1
C. US CUSTOMS CLEARANCE REQUIREMENTS FOR CONVEYANCES (DOD OWNED OR CONTROLLED).....	502-4
D. TERMINAL OPERATIONS.....	502-9
E. ENTRY PROCEDURES FOR DOD SPONSORED PASSENGERS, CREWS, AND ACCOMPANIED BAGGAGE.....	502-10
F. US ENTRY PROCEDURES FOR DOD-OWNED CARGO	502-11
G. US ENTRY REQUIREMENTS FOR VENDOR (COMMERCIAL CONTRACTOR) SHIPMENTS	502-15
H. PERSONAL PROPERTY (UNACCOMPANIED BAGGAGE (UB) AND HOUSEHOLD GOODS (HHG))	502-19
I. RESTRICTED AND PROHIBITED ARTICLES.....	502-25
J. PRIVATELY OWNED VEHICLES (POVS)	502-27
K. FORMS.....	502-33
CHAPTER 503 - IMPORTATION OF PRIVATELY OWNED FIREARMS (POF) AND AMMUNITION AND IMPLEMENTS OF WAR	503-1
A. SCOPE.....	503-1
B. IMPORT REQUIREMENTS	503-2
C. IMPORT PROCEDURES	503-4
D. SHIPPING AND PACKAGING REQUIREMENTS	503-7
E. DOCUMENTATION	503-9
F. RESPONSIBILITIES	503-9
CHAPTER 504 - DEFENSE COURIER SERVICE (DCS)	504-1
A. GENERAL	504-1
B. POLICY.....	504-1
C. AUTHORITIES/REFERENCES.....	504-1
D. GENERAL ADVISORIES	504-1

E.	SCOPE OF OPERATIONS	504-1
F.	RESPONSIBILITIES	504-2
G.	PROVISIONS.....	504-2
H.	PROCEDURES	504-6
I.	REPORTING PROCEDURES	504-7
CHAPTER 505 - AGRICULTURAL CLEANING AND INSPECTION REQUIREMENTS		505-1
A.	SCOPE.....	505-1
B.	POLICY	505-1
C.	RESPONSIBILITIES	505-1
D.	REQUIREMENTS	505-2
E.	REQUEST FOR MCI-E PROGRAMS FOR AGRICULTURAL INSPECTIONS ..	505-2
F.	ARMED FORCES PEST MANAGEMENT BOARD.....	505-2
CHAPTER 506 - DOD PRE-CLEARANCE PROGRAM CUSTOMS AND AGRICULTURE		
	INSPECTIONS.....	506-1
A.	POLICY	506-1
B.	PROCEDURES FOR REQUESTING PRE-CLEARANCE.....	506-1
C.	TRAINING AND CERTIFICATION OF CBCAs.....	506-2
D.	RESPONSIBILITIES OF CBCAs.....	506-2
E.	PRE-CLEARANCE REQUIREMENTS.....	506-3
F.	PRE-CLEARANCE COORDINATION AND COMMUNICATION.....	506-4
G.	REQUESTS FOR CUSTOMS AND AGRICULTURE PRE-CLEARANCE	506-5
H.	AGRICULTURE PRE-CLEARANCE PROCEDURES.....	506-6
I.	AIRBORNE TROOPS	506-7
CHAPTER 507 - MILITARY CUSTOMS INSPECTORS-EXCEPTED (MCI-E)		507-1
A.	DESIGNATION	507-1
B.	SCOPE.....	507-1
C.	RESPONSIBILITIES	507-1
D.	TRAINING AND CERTIFICATION	507-1
E.	APPOINTMENT	507-2
CHAPTER 508 - US EXPORT REQUIREMENTS		508-1
A.	GENERAL	508-1
B.	POLICY.....	508-1
C.	PRINCIPAL REGULATORY AGENCIES	508-1
D.	EXPORT DOCUMENTATION REQUIREMENTS FOR DOD-OWNED PROPERTY	508-3
E.	SAP (FMS AND GRANT AID) SHIPMENTS.....	508-8
F.	POV EXPORT REQUIREMENTS	508-11
CHAPTER 509 - GENERAL GUIDANCE FOR FOREIGN CUSTOMS AND BORDER		
	CLEARANCE	509-1
A.	SCOPE.....	509-1
B.	POLICY.....	509-1
C.	RESPONSIBILITIES	509-2
D.	COUNTRY ANNEX CONTENTS	509-3
E.	FORMAT	509-3

CHAPTER 510 - UNITED STATES EUROPEAN COMMAND (USEUCOM)	510-1
A. GENERAL	510-1
B. CUSTOMS CLEARANCE PROCESSES	510-4
C. AZORES (LAJES FIELD)	510-12
D. BELGIUM	510-15
E. BOSNIA-HERZEGOVINA AND CROATIA	510-15
F. BULGARIA	510-16
G. FRANCE	510-16
H. GERMANY	510-16
I. GREENLAND	510-18
J. HUNGARY	510-18
K. ICELAND	510-18
L. ISRAEL	510-20
M. ITALY	510-21
N. MACEDONIA, THE FORMER YUGOSLAV REPUBLIC OF (FYROM)	510-23
O. NETHERLANDS	510-24
P. NORWAY	510-25
Q. ROMANIA	510-26
R. SLOVENIA	510-26
S. SPAIN	510-26
T. TURKEY	510-27
U. UNITED KINGDOM	510-33
CHAPTER 511 - UNITED STATES PACIFIC COMMAND (USPACOM)	511-1
A. GENERAL USPACOM GUIDANCE	511-1
B. CUSTOMS CLEARANCE PROCESSES	511-1
C. AUSTRALIA	511-1
D. CAMBODIA	511-4
E. INDIA	511-5
F. INDONESIA	511-6
G. JAPAN	511-7
H. KOREA, NORTH	511-13
I. KOREA, REPUBLIC OF	511-13
J. LAOS	511-20
K. MALAYSIA	511-21
L. MONGOLIA	511-21
M. NEPAL	511-22
N. NEW ZEALAND	511-23
O. PAPUA NEW GUINEA	511-23
P. PHILIPPINES	511-23
Q. SINGAPORE	511-24
R. SRI LANKA, REPUBLIC OF	511-25
S. THAILAND	511-25
T. TAIWAN	511-25
U. VIETNAM	511-26
CHAPTER 512 - UNITED STATES CENTRAL COMMAND (USCENTCOM)	512-1
A. GENERAL	512-1
B. CUSTOMS CLEARANCE PROCESSES	512-1
C. BAHRAIN	512-1
D. DJIBOUTI	512-9

E.	EGYPT	512-16
F.	ERITREA	512-16
G.	ETHIOPIA.....	512-16
H.	KENYA	512-17
I.	KUWAIT	512-17
J.	OMAN	512-24
K.	QATAR	512-31
L.	SAUDI ARABIA.....	512-38
M.	SOMALIA	512-56
N.	SUDAN	512-56
O.	UNITED ARAB EMIRATES	512-56
CHAPTER 513 - UNITED STATES SOUTHERN COMMAND (USSOUTHCOM)		513-1
A.	GENERAL	513-1
B.	CUSTOMS CLERANCE PROCESSES	513-1
C.	BARBADOS	513-1
D.	BOLIVIA.....	513-1
E.	BRAZIL.....	513-2
F.	COSTA RICA.....	513-2
G.	ECUADOR.....	513-2
H.	EL SALVADOR.....	513-3
I.	GUATEMALA.....	513-4
J.	HAITI	513-4
K.	HONDURAS	513-5
L.	NICARAGUA	513-5
M.	PARAGUAY	513-5
N.	PERU	513-5
O.	URUGUAY	513-6
P.	VENEZUELA	513-6
CHAPTER 514 - UNASSIGNED COUNTRIES		514-1
A.	CUSTOMS CLEARANCE PROCESSES	514-1
B.	CANADA	514-1
C.	MEXICO	514-1

FIGURES

Figure 502-1. CF 3461, Entry/Immediate Delivery	502-2
Figure 502-2. DD Form 1854, US Customs Accompanied Baggage Declaration	502-5
Figure 502-3. Custom Form 7507 General Declaration (Outward/Inward) Agriculture, Customs, Immigration, and Public Health	502-8
Figure 502-4. I-94W Nonimmigrant Visa Waiver Arrival/Departure Form	502-10
Figure 502-5. Combined American Goods Returned Certificate and Commercial Invoice (Sample)	502-13
Figure 502-6. Customs Form 7512, Transportation Entry and Manifest of Goods Subject to Customs Inspection and Permit.....	502-14
Figure 502-7. Customs Form 7501, Entry Summary	502-17
Figure 502-8. Illustration of DFE Process for Vendor Shipments to US	502-18
Figure 502-9. DD Form 1252, US Customs Declaration for Personal Property Shipments, Part I	502-20
Figure 502-10. DD Form 1252-1, US Customs Declaration for Personal Property Shipments, Part II.....	502-21
Figure 502-11. ATF F 6 Part II, Application and Permit for Importation of Firearms, Ammunition and Implements of War	502-23
Figure 502-12. ATF F 6 Part I, Application and Permit for Importation of Firearms, Ammunition and Implements of War	502-24
Figure 502-13. DOT Form HS-7, Importation of Motor Vehicles and Motor Vehicle Equipment Subject to Federal Motor Vehicle Safety, Bumper and Theft Prevention Standards .	502-28
Figure 502-14. DOT Bond Form HS-474, Bond to Ensure Conformance with Motor Vehicle Safety and Bumper Standards	502-29
Figure 502-15. EPA Form 3520-1 Importation of Motor Vehicles and Motor Vehicle Engines Subject to Federal Air Pollution Regulations.....	502-31
Figure 503-1. DD Form 603, Registration of War Trophy Firearm.....	503-1
Figure 503-2. ATF Form 6A, Release and Receipt of Imported Firearms, Ammunition and Implements of War.....	503-5
Figure 503-3. CF 4455, Certificate of Registration.....	503-6
Figure 503-4. CF 4457, Certificate of Registration for Personal Effects Taken Abroad	503-6
Figure 503-5. DD Form 1299, Application for Shipment and/or Storage of Personal Property Mail ..	503-8
Figure 503-6. ATF Form 5300.26, Federal Firearms and Ammunition Excise Tax Return	503-12
Figure 504-1. DCS Form 9, Defense Courier Service (DCS) Courier Identification Card.....	504-3
Figure 504-2. DCS Form 32, Defense Courier Transfer Form	504-4
Figure 504-3. DCS Form 6, Defense Courier Service Address Label	504-5
Figure 504-4. DCS Form 8, Defense Courier Service Pouch Label	504-5
Figure 504-5. DCS Form 1, Receipt To Sender	504-6
Figure 506-1. DD Form 2855, U.S. Military Preclearance Program.....	506-3
Figure 506-2. Sample Customs and Agriculture Pre-clearance Announcement Message	506-4
Figure 508-1. US Department of Commerce Form 7525-V Shippers Export Declarations.....	508-4
Figure 508-2. DD Form 1348-1A, Issue Release/Receipt Document	508-5
Figure 508-3. DD Form 1149, Requisition and Invoice/Shipment Shipping Document	508-6

Figure 508-4. DSP-94, Authority to Export Defense Articles and Defense Services Sold Under the Foreign Military Sales Program	508-10
Figure 510-1. DOD Cargo Moving Into, Within, and Out of the USEUCOM AOR.....	510-1
Figure 510-2. AE Form 3795, Request for Import/Export Customs Declaration	510-2
Figure 510-3. Military Cargo Arriving on a Military Ship at a Commercial Seaport Using Military Assets for Onward Movement	510-11
Figure 510-4. Military Cargo Arriving on a Commercial Ship to a Commercial Seaport Using a Commercial Carrier for Onward Movement.....	510-11
Figure 510-5. Import/Export of Air Shipments from Lajes Field, Azores.....	510-12
Figure 510-6. Military Cargo Imported Using Commercial Air (Lajes).....	510-13
Figure 510-7. Military Cargo Exported Using Commercial Air	510-13
Figure 510-8. Military Cargo Imported Using a Commercial Ocean Vessel.....	510-14
Figure 510-9. Military Cargo Exported Using a Commercial Ocean Vessel (Lajes).....	510-14
Figure 510-10. Military Cargo Import/Export Using a Military Vessel (Lajes)	510-14
Figure 510-11. Military Cargo Shipped Using a Military/Commercial Carrier (Netherlands).....	510-24
Figure 510-12. Military Cargo Shipped Using an Overland Carrier (Turkey).....	510-28
Figure 510-13. Customs Process for Military Cargo Shipped Using a Military Carrier (Turkey).....	510-30
Figure 510-14. Military Cargo Shipped Using a Commercial Carrier (Turkey).....	510-31
Figure 510-15. Military Cargo Shipped Using an Ocean Vessel (Turkey)	510-32
Figure 510-16. HMC&E Internal Customs Process	510-33
Figure 510-17. Form C 3, Bringing Your Personal Belongings to the United Kingdom From Outside the European Community	510-35
Figure 510-18. DD Form 1434, United Kingdom (UK) Customs Declaration for the Importation of Personal Effects of U.S. Forces/Civilian Personnel On Duty in the UK.....	510-36
Figure 511-1. Unaccompanied Personal Effects Statement	511-2
Figure 511-2. USFJ Regulations	511-7
Figure 511-3. POCs in Japan.....	511-11
Figure 511-4. USFK and United Nations Command Regulations	511-13
Figure 511-5. Military Cargo Shipped Using a Commercial Air Carrier (Korea)	511-15
Figure 511-6. Military Container Cargo Shipped Using a Commercial Ocean Vessel (Korea)	511-16
Figure 511-7. Customs Clearance Officers Appointed IAW USFK Regulation 55-72 (Korea).....	511-16
Figure 511-8. Import Restrictions (Korea).....	511-18
Figure 511-9. Weapons Prohibited for Import to Korea	511-19

REFERENCES

(Each applies to the current edition, unless otherwise specified. Due to numerous reorganization efforts, the guidance in some of the references may have been or will be reissued in other publications. It may be necessary to consult a functional area expert to determine the most recent guidance.)

1. Air Force Instruction 31-229, USAF Weapons Handling Manual.
2. Air Force Instruction 91-201, Explosives Safety Standards.
3. Air Force Instruction 48-104/Army Regulation 40-12/Secretary of the Navy Instruction 6210.2A/, Quarantine Regulations of the Armed Forces.
4. Air Force Interservice Manual (AFMAN) 24-204(I), Technical Manual (TM) 38-250, Marine Corps Order (MCO) P4030.19H, Naval Supply (NAVSUP) Pub 505, and Defense Logistics Agency Instruction (DLAI) 4145.3, Preparing Hazardous Materials for Military Air Shipments.
5. Air Force Manual 23-110, USAF Supply Manual, Vol. V.
6. Armed Forces Pest Management Board Technical Guide No. 31, Contingency Retrograde Washdowns: Cleaning and Inspection Procedures.
7. Army Regulation 608-4/Navy Operational Instruction 3460-7A/Air Force Joint Instruction 31-217/Marine Corps Order 5800.6-A, Control and Registration of War Trophies And War Trophy Firearms.
8. Australian Customs Act of 1901.
9. Australian Customs By-Law 9940005.
10. Australian Regulation 3A Customs Regulations 1956 – Prohibited Import.
11. Australian Regulation 13E (2) Customs (Prohibited Exports).
12. Bureau of Alcohol, Tobacco and Firearms Publication 5300.5, State Laws and Published Ordinances, Firearms.
13. Code of Federal Regulations Title 15, Commerce and Foreign Trade.
14. Code of Federal Regulations Title 15, Part 30, Foreign Trade Statistics.
15. Code of Federal Regulations Title 15, Part 30.37, Exceptions from the Requirement for Reporting Complete Commodity Detail on the Shipper's Export Declaration.
16. Code of Federal Regulations Title 15, Part 30.52, Special Exemptions for Shipments to the U.S. Armed Services.
17. Code of Federal Regulations Title 15, Part 30.37, Exceptions from the Requirement for Reporting Complete Commodity Detail on the Shipper's Export Declaration.
18. Code of Federal Regulations Title 15, Part 30.7, Information Required on Shipper's Export Declarations.
19. Code of Federal Regulations Title 19, Part 10.101, Immediate Delivery.
20. Code of Federal Regulations Title 19, Part 10.102, Duty-Free Entries.
21. Code of Federal Regulations Title 19, Part 10.103, American Goods Returned.
22. Code of Federal Regulations Title 19, Part 10.142, Entry Process.

23. Code of Federal Regulations Title 19, Part 141.11(a)(4), Evidence of Right to Make Entry for Importations by Common Carrier.
24. Code of Federal Regulations Title 19, Part 141.85, Pro Forma Invoice.
25. Code of Federal Regulations Title 19, Part 192, Export Control.
26. Code of Federal Regulations Title 19, Part 192.1 Definitions.
27. Code of Federal Regulations Title 19, Part 192.2, Requirements for Exportation.
28. Code of Federal Regulations Title 19, Part 192.2 (b), Documentation Required.
29. Code of Federal Regulations Title 19, Part 192.2 (b) (1) (i), Vehicles Issued an Original Certificate of Title.
30. Code of Federal Regulations Title 19, Part 192.2 (d), Where Presented.
31. Code of Federal Regulations Title 22, Foreign Relations.
32. Code of Federal Regulations Title 22, 120-130, International Traffic in Arms Regulations.
33. Code of Federal Regulations Title 22, Part 123.22, Filing of Export Licenses and Shipper's Export Declarations with District Directors of Customs.
34. Code of Federal Regulations Title 22, Part 125, Licenses for the Export of Technical Data and Classified Defense Articles.
35. Code of Federal Regulations Title 22, 126.4, Shipments by or for United States Government Agencies.
36. Code of Federal Regulations Title 22, Part 126.4, Shipments by or for United States Government Agencies.
37. Code of Federal Regulations Title 22, Part 126.5, Canadian Exemptions.
38. Code of Federal Regulations Title 22, Part 126.6, Foreign-Owned Military Aircraft and Naval Vessels, and the Foreign Military Sales Program.
39. Code of Federal Regulations Title 27, Part 178.114, Importation by Members of the US Armed Forces.
40. Defense Federal Acquisition Regulation Supplement 252.225-7008, Supplies To Be Accorded Duty Free Entry.
41. Defense Federal Acquisition Regulation Supplement 252.225-7009, Duty-Free Entry-Qualifying Country Supplies (End Products and Components).
42. Defense Federal Acquisition Regulation Supplement 252.225-7010, Duty Free Entry—Additional Provisions.
43. Defense Logistics Agency Directive 5000.4, Contract Management, Chapter 6.9, Customs and Duties.
44. Department of Defense 4500.54-G, DOD Foreign Clearance Guide.
45. Department of Defense Directive 4715.1, Environmental Security.
46. Department of Defense Directive 5158.4, United States Transportation Command.
47. Department of Defense Directive 5200.33, Defense Courier Service (DCS).
48. Department of Defense Instruction 4150.7, DOD Pest Management Program.

49. Department of Defense Manual 4525.6 M, DOD Postal Manual.
50. Department of Defense Regulation 4500.9-R, Part II, Cargo Movement.
51. Department of Defense Regulation 5100.76-M, Physical Security of Sensitive Conventional Arms, Ammunition, and Explosives.
52. Department of Defense Regulation 5200.33-R, Defense Courier Service Regulation.
53. Deputy Under Secretary of Defense (Logistics) Memorandum, Defense Transportation Regulation (DTR), August 4, 1995.
54. Export Administration Act of 1979.
55. Executive Order 13112 of February 3, 1999 -- Invasive Species.
56. Federal Acquisition Regulation 52.225-8, Duty Free Entry.
57. Federal Acquisition Regulation Subpart 25.6, Trade Sanctions.
58. Harmonized Tariff Schedule of the United States, Annotated, Chapter 98, Special Classification Provisions.
59. Harmonized Tariff Schedule of the United States, Annotated, Chapter 98, Subchapter V. Personal Exemptions Extended to United States Personnel and Evacuees, Section 9805.00.50.
60. International Convention for the Safety of Life at Sea, 1974.
61. Italian Ministry of Finance Circular, DIV II Prot. 8135.
62. Joint Federal Travel Regulations (JFTR), Uniformed Service Personnel.
63. Joint Publication O-2, Unified Action Armed Forces (UNAAF).
64. Joint Travel Regulations (JTR), Department Of Defense (DOD) Civilian Personnel.
65. KFOR Customs Guide.
66. KFOR SOP 8001, Freedom of Movement of Duty Free Goods.
67. Lajes Field Technical Agreement.
68. North Atlantic Treaty Organization Status of Forces Agreement 103, Article XI, Paragraph 4.
69. North Atlantic Treaty Organization Status of Forces Agreement, Supplementary Agreement, 1 Jan 1964, Article 65.
70. North Atlantic Treaty Organization Status of Forces Agreement, Between the Parties to the North Atlantic Treaty Regarding the Status of Their Forces, 19 Jun 1951, Articles XI, XII, and XIII.
71. Public Law 100-562, Imported Vehicle Safety Compliance Act of 1988.
72. SFOR CJ4 Standard Operating Procedure (SOP) # 4001, Procedures for Duty Free Allowances and Customs Procedures, BiH/Croatia.
73. SFOR Customs Guide.
74. SFOR SOP 8014, Theater Financial Controller Standard Operating Procedure for the Control and Sale of Duty-Free Goods.
75. SFOR 8015, Theater Financial Controller Standard Operating Procedure for Freedom of Movement of Duty-Free Goods.
76. The Agreement on Military Visits and Exchanges between the Government of Mongolia and the United States of America.

77. Under Secretary Of Defense (AT&L) Memorandum, European Community (EC) Decision on the Entry of Non-Manufactured Wood Products (NMWP) into Europe, 8 September 2001.
78. Under Secretary of Defense (Acquisition and Technology) Memorandum, Assignment of Defense Transportation Operational Regulations and Procedures Authority to Commander in Chief, U.S. Transportation Command (CINCTRANS), 18 November 1998.
79. United Nations Security Council Resolution #1031 of 15 December 1995.
80. United States Army Europe Regulation 55-355/United States Air Forces Europe Instruction 24-201/United States Naval Forces, Europe Instruction 4600.7 (series) Joint Transportation and Traffic Management Regulation.
81. United States Code, 19 § 1498, Entry Under Regulations.
82. United States Code, 19 § 1624, General Regulations.
83. United States Code, 19 § 1484, Entry of Merchandise.
84. United States Code 21, § 812, Schedules of Controlled Substances.
85. United States Code, 42 § 7522, Prohibited Acts.
86. US Defence Representative Turkey (USDRT) Memorandum 60-1.
87. US Defence Representative Turkey (USDRT) Memorandum 60-2.
88. United States European Command Directive 30-3, Military Agriculture Inspection Program.
89. United States European Command Directive 60-11, Common User Logistics in the USEUCOM AOR.
90. United States European Command Directive 64-1, Transportation Policy and Management.
91. United States Forces-Japan Instruction 31-207, Weapons and Firearms in Japan.
92. United States Forces-Japan Instruction 90-205, Entry and Exit of Individuals, Cargo, Aircraft, and Surface Vessels.
93. United States Forces-Korea /United Nations Command Regulation 55-72, Customs Clearance Of UNC And USFK Imports And Exports.
94. United States Forces-Korea Regulation 27-5, Individual Conduct and Appearance.
95. United States Forces-Korea Regulation 55-73, Customs Inspection.
96. United States Forces-Korea Regulation 60-1, Ration Control Policy-Access to Duty-Free Goods.
97. United States Forces-Korea Regulation 643-1, Transactions Between Status of Forces Agreement Personnel and Personnel Entitled Duty-Free Import Privileges in the Republic of Korea.
98. United States Forces-Korea Regulation 643-2, Transactions Between Status of Forces Agreement Personnel and Personnel Not Entitled Duty-Free Import Privileges in the Republic of Korea.
99. Vergunning Toegelaten Afzender, No 70.7207, 27 August 1996.

WEBSITES

1. 1st Theater Movement Control Agency: http://www.21tsc.army.mil/1_tmca.
2. Advanced Transportation Control Movement Document Form:
<http://www.pats.wpafb.af.mil/atcmd/index.cfm>.
3. Air Force Materiel Command: <https://www.afmc-mil.wpafb.af.mil/HQ-AFMC/LG/LSO/lot>.
4. Animal and Plant Health Inspection Service: <http://www.aphis.usda.gov/ppq/swp/>.
5. Armed Forces Pest Management Board Technical Guide 31:
<http://www.afpmb.org/pubs/tims/tim31.htm>.
6. Australian Customs: www.customs.gov.au.
7. Australian Duty Free: www.dotars.gov.au.
8. Bureau of Alcohol, Tobacco, and Firearms: <http://www.atf.treas.gov>.
9. Bureau of Export Administration, United States Department of Commerce:
<http://www.bxa.doc.gov>.
10. Bureau of the Census: <http://www.census.gov/foreign-trade/www/index.html>.
11. Defense Courier Service: <http://www.dcs.ftmeade.army.mil>.
12. Defense Transportation Regulation, Part V: <http://public.transcom.mil/j5/j5lt/dtr.html>.
13. Department of Defense Foreign Clearance Guide: <http://www.fcg.pentagon.mil> or
<http://www.fcg.pentagon.smil.mil> (For Classified Access).
14. Downloadable DD Form 2855, U.S. Military Preclearance Program:
<http://www.dior.whs.mil/forms/DD2855.PDF>.
15. Embargoed Countries: <http://www.treas.gov/ofac>.
16. European Command Customs Executive Agent: <http://www.hqusareur.army.mil/opm/customs.htm>.
17. European Command Directive 64-1: <https://wwwmil.usafe.af.mil/direct/lg/lgt/lgttopics.htm>.
18. Her Majesty's Customs and Excise Forms: <http://www.hmce.gov.uk>.
19. Joint USAREUR Regulation 55-355/USAFE Instruction 24-204/NAVEUR Instruction 4600.7E
Customs Chapter: <http://www.eucom.mil/hq/ecj4/initiatives/mobility.htm>.
20. Limited Airports of Entry: <http://www.fcg.pentagon.mil/fcg/us.htm>.
21. Military Traffic Management Command: <http://www.mtmc.army.mil>.
22. Office of Defense Trade Controls, Bureau of Political-Military Affairs, Department of State
<http://www.state.gov>.
23. Regular Airports of Entry: <http://www.fcg.pentagon.mil/fcg/us.htm>.
24. Security Assistance Management Manual: <http://www.dsca.osd.mil/samm/>.
25. The Correct Way To Fill Out The Shipper's Export Declaration: <http://www.census.gov/foreign-trade/www/correct.way.html>.
26. The Personal Property Consignment Instruction Guide (PPCIG): <http://www.mtmc.army>.
27. United States Army Europe Electronic Library:
<https://www.aeaim.hqusareur.army.mil/library/setup/main-window.htm>.

28. The United States Air Forces Europe (USAFE) Customs Guide:
<https://www.dcslog.hqusareur.army.mil/plo/55-355%207apr.htm>.
29. United States Council for International Business (USCIB): <http://www.uscib.org>.
30. United States Customs Service: <http://www.customs.ustreas.gov/>.
31. United States Department of Agriculture: <http://www.usda.gov>.
32. United States Department of Agriculture: <http://www.aphis.usda.gov/ppq/swp/>.
33. United States Department of Commerce, Bureau of Export Administration:
<http://www.bxa.doc.gov>.
34. United States Department of Transportation: <http://www.dot.gov>.
35. United States Environmental Protection Agency: <http://www.epa.gov>.
36. United States European Command Directives:
<http://www.eucom.mil/Directorates/ECJ1/Publications/main.htm&2>.
37. United States Fish and Wildlife Agency: <http://www.fws.gov>.
38. United States Transportation Command Customs Web Page:
<https://business.transcom.mil/applications/customs/dodcustoms.cfm> .
39. United States Treasury Department: <http://www.treas.gov>.
40. World Customs Organization: <http://www.wcoomd.org>.

DEFINITIONS

1. **Acquired Dependent.** A dependent acquired through marriage, adoption, or other action during the course of the current tour of assigned duty.
2. **Accompanied Baggage.** All baggage carried by or accompanying an individual while in a travel status.
3. **AE Form 302-1.** A customs form used in Europe by North Atlantic Treaty Organization (NATO) countries, sometimes recognized and accepted by non-NATO countries, for duty free import and/or bonded intra-country transportation of cargo destined for United States Government activities.
4. **Aerial Port.** An airfield that has been designated for the sustained air movement of personnel and materiel, and to serve as an authorized port for entrance into or departure from the country in which located.
5. **Aerial Port of Debarkation.** The geographic point (air) at which cargo or personnel are discharged. For unit requirements, it may or may not coincide with the destination.
6. **Ammunition.** Ammunition or cartridge cases, primers, bullets, or propellant powder designed for use in any firearm other than an antique firearm. The term does not include any shot or pellet designed for use other than as a single, complete projectile load for one shotgun hull or casing, or any unloaded, non-metallic shotgun hull or casing not having a primer.
7. **Animal Plant Health Inspection Service (APHIS).** The APHIS of the United States Department of Agriculture is the border clearance agency responsible for protecting American agriculture from the introduction of animal and plant pests and diseases.
8. **Antique Firearms.** Any firearm (including any firearm with a matchlock, flintlock, percussion cap, or similar type of ignition system) manufactured in 1898 or earlier, and replicas of antiques of such firearms if they are designed to use antique ignition systems (e.g., matchlock, flintlock or percussion cap) or use rimfire or conventional centerfire ammunition that is not available in commercial channels.
9. **Bill of Lading.** A United States Government Standard Form 1103 or commercial document used to ship cargo.
10. **Border Clearance.** Authority or documents indicating compliance with the laws and regulations of the federal agencies of the United States (US), including, but not limited to, the US Customs Service, the US Department of Agriculture, the US Immigration and Naturalization Service, the Department of State, the Department of Commerce, the Bureau of Alcohol, Tobacco, and Firearms, the Public Health Service, the Department of Transportation, the US Fish and Wildlife Service, and the US Environmental Protection Agency. It also includes the requirement to comply with the customs and border clearance laws and regulations of host foreign countries when cargo and passengers enter or exit their boundaries.
11. **Certification.** As used in this publication means certification by an authenticating official (United States Customs or Department of Agriculture) that the Department of Defense (DOD) Customs/Border Clearance Agent has been trained to perform examinations and approve clearance of DOD sponsored passengers or cargo entering the Customs Territory of the United States.
12. **Checked Baggage.** All private or public property accepted from a passenger and checked in and given to the carrier at the time the passenger is processed for transportation. The baggage is stowed in the baggage compartment area of an aircraft or in the hold of a ship and is not normally available to the passenger during travel. (See accompanied baggage.)
13. **Commodity.** Any article, materiel, or supply except technology and software.

14. Consignee (Ultimate). The recipient (person, unit or activity) to whom cargo/personal property is addressed or consigned for final delivery.
15. Consignor. The person or business activity that prepares the shipment of cargo and releases it to the carrier for movement to the consignee (final delivery address).
16. Container. A standardized, de-mountable receptacle for transporting cargo on a chassis, rail car, or vessel.
17. Contraband. Material, goods, plant and animal products, agricultural pests and hazards, and other articles prohibited entry into the Customs Territory of the United States or host nation country, including controlled substances as identified in 21 USC 812, Schedules of Controlled Substances, and restricted items when the conditions of the restriction have not been met.
18. Controlled Substances. As used in this regulation, controlled substances are defined as drugs, narcotics, and other items of such nature that their possession or use is prohibited in all cases except by medical prescription.
19. Customs/Border Clearance Agent. Commissioned officers, warrant officers, enlisted personnel with the rank of E-4 or above, enlisted security or military police personnel (regardless of rank), and Department of Defense civilian employees (United States citizens with General Schedule-5 or above grade), having satisfactorily completed Theater Border Clearance Manager approved training courses, are certified by the Customs Port Director and appointed by the Base or Installation Commander.
20. Customs/Border Clearance Authority. An agent of the United States or Foreign Country Government that has authority to examine, approve, or disapprove the entry/exit of passengers and cargo to their countries' respective territories.
21. Customs/Border Clearance Program. The program prescribed by this regulation.
22. Customs Clearance. Department of Defense action taken to comply with national customs laws including the entry and admissibility of merchandise, its classification and valuation, the payment of duties, taxes, or other charges assessed or collected on merchandise by reason of its importation, and the refund, rebate, or drawback of those duties, taxes, or other charges. Also includes the preparation, and activities relating to the preparation, of documents in any format and the electronic transmission of documents and parts of documents intended to be filed with Customs in furtherance of any other customs business activity, whether or not signed or filed by the preparer.
23. Customs Territory of the United States. The fifty United States, the District of Columbia, and Puerto Rico. Not included are American Samoa, Guam, Johnston Island, Midway Island, the Virgin Islands of the United States, Wake Island, or the former Panama Canal Zone.
24. Defense Courier Service. A direct reporting unit under the United States Transportation Command that establishes, staffs, operates, and maintains a network of couriers and courier stations for the expeditious, cost-effective and secure transmission of qualified classified documents and materiel.
25. Defense Courier Service Courier. An officer, enlisted, or civilian member (in the grade of E-5/General Schedule -5 or above) of the Department of Defense who is assigned to the Defense Courier Service (DCS) and is identified by having in his or her possession a laminated DCS Form 9 (Courier Identification Card).
26. Defense Courier Service-Designated Courier. An officer or enlisted member in the grade of E-5 or above of the United States (US) Armed Forces, or a Department of State diplomatic courier or USG civilian employee in the grade of General Schedule-5 or above, selected by a Defense Courier Service (DCS) courier to safeguard DCS material until delivered to/receipted for by the addressee or

- another DCS courier. The appropriate documentation for a DCS-designated courier is a laminated USG identification card and a designation letter signed by the designating DCS station commander.
27. Department of Defense (DOD). The DOD is comprised of the Office of the Secretary of Defense, the United States Military Services (including the Guard and Reserve Components), the Unified and Specified Commands, and Defense Agencies (e.g., Defense Logistics Agency and Defense Energy Support Center).
 28. Defense Transportation System. That portion of the Nation's transportation infrastructure that supports Department of Defense (DOD) common-user transportation needs across the range of military operations. It consists of those common-user military and commercial assets, services, and systems organic to, contracted for, or controlled by the DOD, except for those that are Service-unique or theater-assigned.
 29. Deployment. The relocation of forces and materiel to desired areas of operations. Deployment encompasses all activities from origin or home station through destination, specifically including intra-continental United States, inter-theater, and intra-theater movement legs, staging, and holding areas.
 30. Destructive Device. Includes, but is not limited to:
 - a. Any explosive, incendiary, or poison gas, e.g., a bomb, a grenade, a rocket having a propellant charge of more than four ounces, a missile having an explosive or incendiary charge of more than one-quarter of an ounce, a mine, or any device similar to any of those described above.
 - b. Any type of weapon (other than a shotgun or shotgun shell) which the Bureau of Alcohol, Tobacco, and Firearms (BATF) finds is generally recognized as particularly suitable for sporting purposes, by whatever name it is known, which will, or which may be readily converted to expel a projectile by the action of an explosive or other propellant, and which has a barrel with a bore more than one-half inch in diameter.
 - c. Any combination of parts either designed or intended for use in converting any device into a destructive device as described in paragraph a or b immediately above, and from which a destructive device may be readily assembled.
 - d. The term destructive device does not include any device which is designed or redesigned for use as something other than a weapon; any device which, although originally designed for use as a weapon, is redesigned for use as a signaling, pyrotechnic, line throwing, safety, or similar device; any other device which the BATF determines is not likely to be used as a weapon or which is an antique.
 31. Diplomatic Courier. An individual appointed and assigned by the Department of State, bearing a diplomatic passport and a courier letter identifying him or her as a diplomatic courier, signed by the Secretary of State or the Under Secretary of State.
 32. Direct Vendor Delivery (DVD). Contractor/manufacturer produces the product and delivers to the customer. DVD incorporates costs of the product, packaging, handling, and transportation services under a single bill.
 33. Department of Defense Components. The Office of the Secretary of Defense, the Military Departments, the Joint Chiefs of Staff, the Unified Commands, Defense Agencies and Department of Defense (DOD) Field Activities are referred to collectively as "DOD Components".
 34. Department of Defense Shipment. Any Department of Defense -sponsored shipment made from/to one United States (US) Military Installation to/from another US Military Installation or direct shipments between vendors and a military organization or defense contractor.
 35. Duties. Any customs duties or internal revenue taxes which attach upon importation.

36. **Duty-Free Entry.** Free entry of articles into a foreign country for the use of the United States military.
37. **Emolument Fee.** Compensation for services performed. In the case of customs clearance, the fees associated with the Custom Agent's office--collection of duties, taxes, reimbursements for documentation processing, and other services performed by the office.
38. **Employee.** A civilian employee of Department of Defense (or authorized agent) for who services are being provided under the provisions of this regulation.
39. **Entry.** The United States entry process includes entry, entry summary, submission, filing, presentation, entered for consumption, entered for warehouse and entered temporarily under bond as these terms relate to the entry of merchandise.
40. **Entry Official.** The customs officer who examines the merchandise for entry and collects the duties and taxes and releases the merchandise for entry into the Customs Territory of the United States.
41. **Examination.** The process of scrutinizing personal property or other Department of Defense cargo or equipment to include the physical opening of baggage, parcels, cartons and containers, and disassembly of articles, as required, to determine their contents. Examination of personnel involves the physical search for contraband. The depth or degree of the examination is left to the discretion and judgment of the military customs inspector.
42. **Exit.** The act/process of exiting a country's borders for commerce purposes or in the case of United States Military deployments to meet Department of Defense objectives. In this publication it is used interchangeably with the term export.
43. **Export.** In the context of this regulation, the process of transporting goods out of the United States (US) for the purpose of consumption or use by US Armed Forces overseas.
44. **Exporter.** Any one who arranges for an exportation of goods.
45. **Export Clearance.** The process of clearing cargo for exit from the local country and determination of duties to be assessed. Once fees are determined and collected, cargo is cleared for departure from country.
46. **Federal Inspection Services.** Refers to United States (US) Department of Agriculture, US Customs, and US Immigration and Naturalization Service.
47. **Formal Entry.** Means the necessary entry documentation has been delivered to Customs, together with the deposit of estimated duties.
48. **Firearms.** Any weapon (including a starter gun) which will, is designed to, or may readily be converted to expel a projectile by action of an explosive; the frame or receiver of any such weapon; any firearm muffler or firearm silencer; or any destructive device.
49. **Firearm Curios or Museum Pieces.** Firearms which are certified by the curator of a municipal, State, or Federal museum which exhibits firearms as curios or relics of museum interest; or any other firearm or ammunition which derives a substantial part of its monetary value from the fact that it is novel, rare, or bizarre, or that is associated with an historical figure, period or event.
50. **Frame or Receiver.** That part of the firearm which provides housing for the hammer, bolt, or breech lock, and firing mechanism, and which is usually threaded at its forward portion to receive the barrel.
51. **Harmonized Tariff Schedule of the United States, Annotated.** United States (US) Government list of duties and tariffs restrictions for the importation of material into the Customs Territory of the US.

52. Import. In the context of this regulation, the process of bringing goods into a country for consumption or use by United States Armed Forces.
53. Importer. United States Customs regulations define an importer as the person primarily responsible for the payment of any duties on the merchandise, or an authorized agent acting on his/her behalf. The importer may be the consignee, the importer of record, or the actual owner of the merchandise.
54. Importer of Record. The importer of record is the individual or firm liable for payment of all duties and meeting all statutory and regulatory requirements incurred as a result of importation. The party being responsible primarily for duties/tax/fees payment and also for supplying any/all data and forms necessary to complete the entry.
55. Individual. A military or civilian member of the Department of Defense. A citizen of the United States or an alien lawfully admitted for permanent residence.
56. Informal Entry. Category of entry that applies to shipments not exceeding \$2000 in value (except for articles valued in excess of \$250 as classified in Sections VII, VIII, XI and XII; Chapter 94 and 99, Subchapter III and IV Harmonized Tariff Schedule of the United States, Annotated) are generally entitled to duty free entry.
57. Inspection. The detailed observation of personal property and other Department of Defense cargo or equipment, noting their markings and outer physical characteristics. Inspection of personnel involves observation and/or oral questioning to determine the potential for border clearance violations. Also, the process of comparing description, number, etc., of items listed on the paperwork with actual items being shipped/transported.
58. Installation Commander. The person responsible for managing and supervising the activities of a military base, post, camp or station.
59. Limited Airports of Entry. A foreign clearance base within the continental limits of the United States (US) that is only designated for entry of aircraft operating under specific projects. Such aircraft are to receive US border clearance as provided for in the Department of Defense Foreign Clearance Guide.
60. Machine Gun. Any weapon which shoots, is designed to shoot, or can be readily restored to shoot automatically more than one shot without manual reloading by a single function of the trigger; the frame or receiver of any such weapon; any part designed and intended exclusively, or any combination of parts designed and intended for use in converting a weapon into a machine gun; and any combination of parts from which a machine gun can be assembled if such parts are in the possession or under the control of a person.
61. Member. A military person of the Department of Defense (or authorized agent) for who services are being provided under the provisions of this regulation.
62. Military Customs Inspector - Excepted. An individual designated by the Installation Commander to perform specified customs functions at Regular or Limited Ports of Entry at Continental United States military locations only.
63. Military Impedimenta. Equipment that is owned and controlled by a military unit; carried on the unit property books; moved simultaneously or in conjunction with unit personnel; and used by those personnel while participating in national emergencies, exercises, maneuvers, temporary duty, or permanent change of station.
64. Office of Defense Trade Controls. Charged with controlling the export and temporary import of defense articles and defense services covered by the United States Munitions List.
65. Other Weapons. Any weapon or device capable of being concealed on the person from which a shot can be discharged through the energy of and explosive; a pistol or revolver having a barrel with a

smooth bore designed or redesigned to fire a fixed shotgun shell; weapons with combination shotgun and rifle barrels that are more than 12 inches or more but less than 18 inches in length, from which only a single discharge can be made from either barrel without manual reloading, including any such weapon which may be readily restored to fire.

66. Overseas. For purposes of this regulation, any location or country outside of the Customs Territory of the United States.
67. Passengers. Department of Defense (DOD) personnel, their dependents, and other persons under the sponsorship of DOD, who are using the Defense Transportation System.
68. Personal War Trophy or Souvenir. A souvenir collected by an individual participating in a military engagement as a memento of the engagement, owned as individual personal property, and registered with Department of Defense Form 603. Collection and shipment of personal war trophies is strictly forbidden without an official authorization by the President of the United States and designation by the Secretary of Defense. No United States Administration has authorized personal war trophies since 13 March 1973.
69. Port of Entry. Any location in the Customs Territory of the United States (CTUS) at which United States (US) border clearance inspectors are assigned with authority to enforce the various provisions of US border clearance laws and regulations. Any location in the CTUS where merchandise is entered and duty collected.
70. Prohibited Firearms. Includes but is not limited to:
 - a. A shotgun having a barrel or barrels of less than 18 inches in length.
 - b. A weapon made from a shotgun, if such weapon, as modified, has an overall length of less than 26 inches or a barrel or barrels of less than 18 inches in length.
 - c. A rifle having a barrel or barrels of less than 16 inches in length.
 - d. A weapon made from a rifle, if such weapon as modified has an overall length of less than 26 inches or a barrel or barrels of less than 16 inches in length.
 - e. A machinegun.
 - f. Firearms classified as semiautomatic assault rifles, including United States manufactured firearms.
 - g. A muffler or silencer for any firearms.
 - h. A destructive device.
 - i. A semiautomatic assault weapon.
 - j. Other weapons (see definition for “other weapons”).
71. Proof of Export. The owner of a firearm must show proof that the item was purchased in the Customs Territory of the United States (CTUS) or that an audit trail of the firearm when shipped from the United States to the foreign country is present to entitle the owner to duty free entry when returning to the CTUS.
72. Redeployment. The process of returning a United States (US) military unit or larger force to the Continental United States after a military operation or relocating same to another overseas area. This includes the movement of the support equipment required by the US military unit while deployed.

73. Regular Airports of Entry. An airport or military air base within the continental limits of the United States (US) that is designated as an entry point from any foreign area and which has US border clearance facilities available.
74. Resident Status. Legal status as to Immigration Law: An alien is either a legal resident of the United States or is not, and, if not, is then referred to as a nonresident alien. Any questions or doubts as to legal status should be immediately referred to the Immigration and Naturalization Service. Resident Status also applies toward Personal Exemptions allowed by the Harmonized Tariff Schedule of the United States, Annotated.
75. Retail Value. The actual price paid for an article (or the estimated cost in the country of origin or place of purchase) expressed in United States dollars.
76. Rifle. A weapon designed or redesigned, made or remade, and intended to be fired from the shoulder; and designed or redesigned, and made or remade to use the energy of the explosive in a fixed cartridge to only fire a single projectile through a rifled bore for each single pull of the trigger.
77. Shipper. A Service or agency activity (including the contract administration or purchasing officer for vendors) or vendor that originates shipments. The functions performed include planning, assembling, and consolidating.
78. Shipping Container. Defined for the purposes of this regulation as the container in which personal property is placed for transportation at the place of inspection. This term includes cases, footlockers, duffel bags, cartons, boxes, tri-wall containers, crates, and barrels which may be placed in a cargo transporter (commercial sea vans; Container Express cargo transporters and other transoceanic cargo transporters) at either an overseas inspection point or at the overseas port of embarkation.
79. Shipment. All articles of supply, containers of baggage, household goods, privately owned vehicles, and other personal property offered for transport at a given time and of a specific composition (pieces, weight, and cube) by any and all modes of carriage. See Department of Defense Shipment.
80. Shipment Sponsor. The Department of Defense Component responsible for generating the movement requirement (deployment/redeployment orders, requisition of supplies, personnel movements on travel orders, or personal property moves covered by change of station orders) to include the bill for transportation services.
81. State of Residence.
- a. Civilian Personnel. The State in which an individual regularly resides, maintains, or will maintain their home.
 - b. Military Personnel. For active duty personnel either:
 - (1) The State in which their permanent duty station is located; or
 - (2) The home of record, State of residence of the dependent, or place of storage of personal property incident to inter-theater transfers.
82. Sterile Area. An enclosed or protected area at origin or en route stations in which passengers, crew members, baggage, or cargo is held to eliminate and prevent contact with, or intrusion by unauthorized personnel and plant and animal products and pests after border clearance inspection, but prior to boarding or re-boarding (or loading or reloading), an aircraft or a ship.
83. Surplus Military Firearms. Any firearm, including the frame or receiver of any firearm, that was the property of the military of any nation at any time, including irregular as well regular military forces. Alteration of such a firearm does not change its status as a surplus military firearm.
84. T-1 Carnet. A commercial customs form used and recognized in most of Europe to transport bonded cargo.

85. Ultimate Consignee. The recipient (person, unit or activity) to whom cargo/personal property is addressed or consigned for final delivery.
86. Unacceptable Products. See Restricted/Prohibited Articles identified in Appendix A for items entering/exiting the Customs Territory of the United States. For foreign countries, refer to the individually listed prohibited items for each country in appropriate chapters of this regulation.
87. Unaccompanied Baggage. As used in this regulation, unaccompanied baggage is that portion of an individual's household goods (HHG) weight allowance that is normally shipped separately from the bulk of the HHG. In certain instances, such baggage may constitute the entire personal property shipment for the member.
88. Unserviceable Firearms. A firearm that is incapable of discharging a shot by means of an explosive and which cannot be readily restored to a firing condition.
89. United States Customs Service (USCS) and United States Department Of Agriculture (USDA) Advisor. An employee of the USCS or USDA, advisors furnish operational assistance and technical advice consistent with their respective organization goals.
90. United States Munitions List. A list of/description of goods controlled by the Office of Defense Trade Controls.
91. United States Transportation Command. The unified command with the mission to provide strategic air, land, and sea transportation for the Department of Defense, across the range of military operations.
92. Wildlife. Includes birds, fishes, mammals, reptiles and all other classes of wild animals, their parts, and products thereof. Examples of wildlife, wildlife parts and products include: pet birds, feathers, shells, corals, bones and teeth, mounted trophy animals, eggs, pelts, skins and hides, oriental medicine containing animals, black and pink coral jewelry, any live wild animal, snakeskin, crocodile, alligator and lizard leather products, animal rugs, elephant ivory (tusks, jewelry or carvings) and hide or leather goods, tiger and bear claws, horns, scrimshaw, netsuke, seals, whales, porpoises, dolphins, sea otters, polar bears, manatees, dugongs, walruses, and turtle products and jewelry.

ABBREVIATIONS AND ACRONYMS

AB	Air Base
ABS	Air Base Squadron
ACO	Administrative Contracting Officer
AE	Army Europe (used before form numbers)
AECA	Arms Export Control Act
AFB	Air Force Base
AFI	Air Force Instruction
AFMAN	Air Force Manual
AFPMB	Armed Forces Pest Management Board
AGR	American Goods Returned
AIT	American Institute of Taiwan
ALSC	American Lumber Standards Committee
AMC	Air Mobility Command
AMEMBASSY	American Embassy
AMS	Air Mobility Squadron
AOR	Area of Responsibility
APHIS	Animal Plant Health Inspection Service (USDA)
APO	Air Postal Operations
APO	Army/Air Force Post Office
APOD	Aerial Port of Debarkation
AR	Army Regulation
ATA	Admission Temporaire-Temporary Admission
AUD	Australian Dollars
AWB	Air Waybill
BATF	Bureau of Alcohol, Tobacco, and Firearms
BXA	Bureau of Export Administration
CAS	Camp Able Sentry
CBCA	Customs/Border Clearance Agent
CBCP	Customs and Border Clearance Program
CBL	Commercial Bill of Lading
CCO	Customs Clearance Officers
CF	Customs Form
CFACC/C4	Combines Forces Air Component Command, Logistics Directorate
CFR	Code of Federal Regulations
CHIEF	Customs Handling of Import and Export Freight System (UK)
CI	Commercial Invoice
CIE	Customs Input Entry
CMC	Customs Management Center
CONUS	Contiguous United States (48 States less HI and AK)
CSE	Consignee

CTF	Combined Task Force
CTUS	Customs Territory of the United States
DA	Department of the Army
DAO	Defense Attache Office
DCMA	Defense Contract Management Agency
DCS	Defense Courier Service
DD	Department of Defense (used before form numbers)
DEMIL	Demilitarization
DFARS	Defense Federal Acquisition Regulation Supplement
DFA	Department of Foreign Affairs
DFE	Duty Free Entry
DLA	Defense Logistics Agency
DND	Department of National Defense (Canada)
DOD	Department of Defense
DODAAC	Department of Defense Activity Address Code
DOT	Department of Transportation
DPM	Direct Procurement Method
DSN	Defense Switched Network
DTRA	Defense Threat Reduction Agency
DTS	Defense Transportation System
DUSD (ES)	Office of the Deputy Under Secretary of Defense (Environmental Security)
DVD	Direct Vendor Delivery
EC	European Community
EDI	Electronic Data Interchange
E-MAIL	Electronic Mail
EN	Entry Number
EPA	US Environmental Protection Agency
ETD	Estimated Time of Departure
EU	European Union
F2C2	Friendly Forces Coordination Cell
FAR	Federal Acquisition Regulation
FCG	Foreign Clearance Guide
FEDEX	Federal Express
FIS	Federal Inspection Service
FMS	Foreign Military Sales
FPE	First Port of Entry
FPO	Fleet Post Office
FTX	Field Training Exercise
FYROM	The Former Yugoslav Republic of Macedonia
GBL	Government Bill of Lading

GOJ	Government of Japan
GON	Government of Nepal
GSO	General Services Office (US Embassy)
HAZMAT	Hazardous Materials
HCI	Human Computer Interface
HHG	Household Goods
HMC&E	Her Majesty's Customs and Excises
HN	Host Nation
HNA	Host Nation Approval
HQ	Headquarters
HTSUS	Harmonized Tariff Schedule of the United States, Annotated
IAP	International Airport
IAW	In Accordance With
ICI	Independent Commercial Importer
IDF	Israel Defense Forces
IMDG	International Maritime Dangerous Goods
IMO	International Maritime Organization
INS	United States Immigration and Naturalization Service
ITAR	International Traffic in Arms Regulation
JFTR	Joint Federal Travel Regulation
JTAV	Joint Total Asset Visibility
JTF	Joint Task Force
JTR	Joint Travel Regulation
KFOR	Kosovo Forces
KSA	Kingdom of Saudi Arabia
LOA	Letter of Offer and Acceptance
LPD	Last Port of Departure
MAL	Master Authorization List
MCAS	Marine Corps Air Station
MCI	Military Customs Inspector
MCI-E	Military Customs Inspector-Excepted
MCO	Marine Corps Order
MCT	Movement Control Team
MCUPO	Military Common User Port Operators
MFO	Multi-National Forces and Observers
MIE	Major Items of Equipment
MILAIR	Military Air
MILSTRIP	Military Standard Requisition and Issue Procedures

MLO	Military Liaison Office
MOD	Ministry of Defense
MODA	Ministry of Defense and Aviation
MOFA	Ministry of Foreign Affairs
MPS	Military Postal System
MRE	Meal, Ready to Eat
MSC	Military Sealift Command
MSO	Manufacturer's Statement of Origin
MTMC	Military Traffic Management Command
NATO	North Atlantic Treaty Organization
NAVSTA	Naval Station
NHTSA	National Highway Traffic Safety Administration
NMWP	Non-Manufactured Wood Products
OBL	Ocean Bill of Lading
OCONUS	Outside Continental United States
ODC	Office of Defense Cooperation
ODTC	Office of Defense Trade Controls
ONW	Operation Northern Watch
OSD	Office of the Secretary of Defense
PCFN	Port Call File Number
PCS	Permanent Change of Station
PL	Public Law
POC	Point of Contact
POD	Port of Debarkation
POE	Port of Entry/Port of Embarkation
POF	Privately Owned Firearm
POV	Privately Owned Vehicle
PPCIG	Personal Property Consignment Instruction Guide
PPQ	Plant Protection and Quarantine
ROK	Republic of Korea
SAD	Single Administrative Document
SAP	Security Assistance Program
SED	Shipper's Export Declaration
SFOR	Stabilization Force
SOFA	Status of Forces Agreement
SOLAS 74	International Convention for the Safety of Life at Sea, 1974
SOP	Standard Operating Procedure
SPA	Small Parcel Air
SU	Shipping Unit

SWA	South West Asia
TCMD	Transportation Control and Movement Document
TCN	Transportation Control Number
TDA	Turkish Defense Approval
TGS	Turkish General Staff
TIR	Transport Internationaux Routiers
TO	Transportation Office(r)
UB	Unaccompanied Baggage
UGR	Unitized Group Ration
UK	United Kingdom
US	United States
USG	United States Government
USCENTCOM	United States Central Command
USCS	United States Customs Service
USD(AT&L)	Under Secretary of Defense (Acquisition, Technology, and Logistics)
USDA	United States Department of Agriculture
USDRT	US Defence Representative Turkey
USEUCOM	United States European Command
USFJ	United States Forces-Japan
USFK	United States Forces-Korea
USMILGP	United States Military Group
USML	United States Munitions List
USPACOM	United States Pacific Command
USSOUTHCOM	United States Southern Command
USTRANSCOM	United States Transportation Command
VIN	Vehicle Identification Number
WPOD	Water Port of Debarkation
WPS	Worldwide Port System
WWX	World Wide Express

CHAPTER 501

DEPARTMENT OF DEFENSE (DOD) CUSTOMS AND BORDER CLEARANCE PROGRAM (CBCP)

A. GENERAL

This regulation establishes DOD policy, prescribes procedures, defines responsibilities and identifies customs, agricultural and other border clearance requirements for entry and exit of selected countries of the world in support of United States (US) Forces. These requirements are intended to eliminate the introduction of agricultural pests, diseases, illegal narcotics, drugs and other contraband into the US or host nations (HN) through DOD channels. In addition, where these procedures have been incorporated in HN Status of Forces Agreements (SOFA), they will allow US Forces cargo to enter duty free.

B. SCOPE

This regulation is applicable to the Office of the Secretary of Defense (OSD), the Office of the Joint Chiefs of Staff, the military departments, the unified commands, and the Defense agencies and acquisition activities, hereafter referred to as the DOD components. This regulation also applies to non-DOD agencies, including commercial vendors and suppliers under contract to the DOD, and organizations who use DOD mail and transportation assets (organic or commercial) for the import/export of goods in support of programs of national interest. This regulation is intended to serve as the single authoritative source for Customs and Border Clearance processes and procedures for the countries listed.

C. POLICY

1. It is DOD policy to assist and cooperate with US and foreign HN border clearance agencies in halting the flow of contraband both into the US and foreign countries. The DOD will enforce this policy when entry is through military channels and will cooperate with other Federal Agencies when enforcing US laws and regulations and complying with foreign requirements concerning customs, agriculture, immigration, and other border clearance requirements without unnecessarily delaying the movement of DOD personnel and material. This policy also applies to the export of goods to and through other countries. The DOD policy is to eliminate the flow of contraband and unacceptable products to other nations. The DOD acknowledges the primacy of the US Customs Service (USCS), US Department of Agriculture (USDA), and Immigration and Naturalization Service (INS) over cargo and personnel moving into the Customs Territory of the US (CTUS) and that their agents or inspectors may delay, impound, or otherwise prohibit the entry or export of military cargo into or from the CTUS, without obstruction by the DOD, the Services, or the Defense Logistics Agency (DLA).
2. Military Customs Inspection (MCI) Program. The MCI Program is no longer recognized by the USCS and has been cancelled, and the use of DD Form 1253, Military Customs Label, is no longer authorized. USCS and USDA will support pre-clearance for major unit rotations and redeployments in conjunction with exercises and contingency operations. Procedures for requesting pre-clearance are detailed in Chapter 506. Theater Commanders will continue to support the enforcement of DOD policy to halt the flow of contraband and agricultural pests into the US.
3. USDA Inspection Program. USDA continues to support and certify theater pre-clearance inspection programs, especially in locations where the threat from agricultural pests are pervasive. The DOD has adopted Executive Order 13112, Invasive Species. Theater

Commanders are required to establish USDA approved and certified agricultural inspection programs for their theater and provide operational guidance to their components that ensures all DOD shipments to the CTUS are cleared before shipment and meet USDA standards. The USDA will also support agricultural pre-clearance programs in conjunction with redeployments for major exercises and contingencies. Information on the USDA Agricultural Inspection Program is detailed in Chapter 505.

4. Exercises and Contingencies. The USCS and USDA will support pre-clearance for major unit redeployments in conjunction with Field Training Exercises (FTX) or contingencies. Theater Commanders may request such support through the United States Transportation Command (USTRANSCOM) TCJ5-LT, Transportation Management Division, Scott Air Force Base (AFB), IL 62225-5357. See Chapter 506 for details.
5. Military Customs Inspection–Excepted (MCI-E) Program. The USCS continues to support the training and certification of military and civilian personnel at selected Continental United States (CONUS) military airfields. See Chapter 507 for details.

D. DUTIES AND TAXES

US Government (USG) military shipments (including personal property of USG sponsored personnel) should not be subject to duties and taxes. Information on customs and shipping documentation should include shipper, consignee (with both the shipper and consignee being spelled out in the clear, i.e., United States Air Force, not USAF) and a statement that the shipment is for USG or military use. The use of acronyms and abbreviations in shipping and customs documentation often leads to the assessment of duties and taxes. Further, DOD Acquisition activities and vendors should ensure the Direct Vendor Delivery (DVD) contracts which provide for movement outside the Defense Transportation System (DTS) include provisions for the services of commercial customs brokers to satisfy both US export documentation and foreign customs clearance requirements.

E. INDIVIDUAL MISSIONS, ROLES, AND RESPONSIBILITIES

1. Deputy Under Secretary Of Defense For Acquisition, Technology, and Logistics (USD (AT&L)). USD (AT&L) is the proponent for customs and border clearance matters in the OSD and exercises staff supervision over all Customs and Border Clearance matters within the DOD. USD (AT&L) is responsible for prior review and approval of special or unique projects and programs not specifically provided for in this regulation.
2. USTRANSCOM. USD (AT&L) Memorandum, Assignment of Defense Transportation Operational Regulations and Procedures Authority to Commander in Chief, U.S. Transportation Command (CINCTRANS), 18 November 1998, transferred the responsibility for establishing and approving operational regulations and procedures necessary for the effective and efficient operation of the DTS to the Commander United States Transportation Command (USTRANSCOM). USTRANSCOM is responsible for:
 - a. Developing policies and procedural guidance, in collaboration with the DOD Components, USG Border Clearance Activities (USCS, USDA, and others), and Foreign Governments through the supported theatre commands, to ensure efficiency and uniformity in the implementation of the DOD Military CBCP.
 - b. Maintaining liaison and coordination with the DOD Components, the USCS, USDA, Bureau of Alcohol, Tobacco, and Firearms (BATF), Drug Enforcement Agency, Fish and Wildlife Service, Department of Transportation (DOT), Environmental Protection Agency (EPA), and other appropriate government agencies and activities involved in border clearance.

- c. Establishing and convening, in conjunction with DOD Components and other government agencies, as appropriate, joint committees or working groups necessary to ensure an effective DOD CBCP.
 - d. Reviewing the program periodically, apprising USD (AT&L) of trends in the management and operation of the CBCP, and recommending policy changes necessary to keep the program viable.
 - e. Developing metrics and collecting data to identify problem areas and evaluate the DOD CBCP.
 - f. Maintaining this regulation in a current status, ensuring conformance with the regulations published and/or enforced by the US border clearance agencies, and providing additional guidance, as appropriate, to the DOD Components to assure uniformity and efficiency in operations.
 - g. Developing procedures for implementing and migrating customs processes to electronic means of information exchange to support customs and border clearance processes.
3. Air Mobility Command (AMC), Military Traffic Management Command (MTMC), and Military Sealift Command (MSC). AMC, MTMC, and MSC are responsible for:
- a. Providing operational guidance to subordinate units necessary to the implementation of this regulation.
 - b. Assisting USTRANSCOM in the development of metrics and collection of data to evaluate the DOD CBCP.
4. Military Services and Defense Agencies. Services and Defense Agencies will assist and cooperate with USTRANSCOM in performance of the responsibilities outlined in paragraph E 2. of this chapter, and are responsible for:
- a. Establishing points of contact (POC) for coordination and implementation of the program within their respective components.
 - b. Ensuring the shipment sponsor's shipping activities (including vendors) prepare necessary customs (foreign country or USCS) documents for use by carriers and government agencies to gain entry or exit as required for DOD shipments.
 - c. Taking timely and appropriate action to correct program deficiencies.
 - d. Providing adequate and appropriate facilities, and other assets, as required through Inter-Service/Defense Agency Support Agreements, for the performance of customs and border clearance functions.
 - e. Furnishing such information as may be required by USTRANSCOM to resolve customs and border clearance issues to include information required for pre-clearance (see Chapter 506).
 - f. Providing representation on committees or working groups as may be requested by USTRANSCOM.
 - g. Assisting USTRANSCOM in the development and collection of metrics data and the evaluation of the DOD CBCP.
 - h. Providing applicable customs and border clearance documents as necessary for Entry Officials to clear personnel and cargo entering or exiting the US or Foreign Countries.
 - i. US Navy commands will provide operational guidance to implement this regulation to Navy activities that operate/manage air and sea terminals.

- j. Following the theater, destination, and in transit country national customs and movement certification requirements contained in theater transportation regulations.
5. Unified Commanders. The commanders of Unified Commands are responsible, in accordance with (IAW) the provisions of Joint Publication O-2, Unified Action Armed Forces (UNAAF) for the following:
 - a. Implementing and enforcing provisions of this regulation.
 - b. Developing and maintaining Country Annexes to this regulation for nations within their area of operations, as required.
 - c. Establishing and coordinating unique Customs/Border Clearance requirements for countries in the Commander's area of responsibility (AOR) during deployments/redeployments and in support of exercise/contingency operations.
 - d. Designating a Customs/Border Clearance Coordinator.
 - e. Forwarding any written supplementary guidance to USTRANSCOM, TCJ5-LT, Scott AFB, IL 62225-5357.
 - f. Ensuring their components designate in writing, DOD or other authorized personnel as Customs and Border Clearance Agents (CBCAs) and that such personnel are properly trained.
 - g. Establishing quality control procedures to ensure the effectiveness of the DOD CBCP.
 - h. Disseminating information within their command to all DOD members/employees and family members concerning the prohibitions, restrictions, requirements, and penalties pertaining to the importation of illegal narcotics, drugs, prohibited firearms, and other contraband.
 - i. Providing details on prohibitions, restrictions, requirements, and penalties that pertain to entry/exit from their theater of operations to USTRANSCOM TCJ5 as it impacts the DOD CBCP.
 - j. Assisting USTRANSCOM in the development and collection of metrics data and evaluation of the DOD CBCP.
 - k. Keeping their sub-unified commands informed on issues relating to customs/border clearance.
 6. Unified Command Customs/Border Clearance Coordinator. The Customs/Border Clearance Coordinator is responsible for:
 - a. Coordinating the DOD CBCP for the Theater Commander.
 - b. Serving as the primary POC for the Customs/Border Clearance requirements on matters of importance to the entry/exit of DOD sponsored movements.
 7. All DOD Shipping Activities are responsible for:
 - a. Counseling DOD members/employees and their family members on customs/border clearance requirements and procedures, duty-free exemptions, restricted and prohibited items, and member's/employee's responsibilities under the rules and laws of the foreign government where assigned as well as all provisions of this regulation.
 - b. Ensuring that the necessary shipping, customs and border clearance documentation as prescribed herein, is available for each shipment or passenger and that such documentation is properly prepared and free of abbreviations or acronyms to ensure timely entry/exit.
 - c. Updating pertinent portions of this regulation and maintaining performance quality that will assure Customs/Border Clearance Agencies (foreign and domestic) certification.

8. All DOD Acquisition/Contracting Activities are responsible for:
 - a. Ensuring all contract vendors who are required to ship material to or from Outside CONUS (OCONUS) locations receive complete, accurate, shipping instructions/directions in clear English, free of abbreviations and acronyms. Commercial bills of lading (CBLs) must include a clear statement of who owns the cargo at the time of shipment. Shipper/Consignor/Consignee addresses should begin with the Service or Defense Agency that contracted for the shipment. See this Regulation, Part II, Cargo Movement, Chapter 206.
 - b. Ensuring that all DVD type procurement contracts, which result in the transfer of title to the cargo upon delivery, include provisions for the payment of duties and taxes, as well as arrangements for the services of a commercial customs broker.
9. Deployed Commanders are responsible for:
 - a. Ensuring unit personnel are briefed on USCS and USDA entry requirements prior to their redeployment to the CONUS and that all unit equipment/sustainment stocks returning to the CONUS are cleaned and inspected in accordance with USDA recommend procedures. See Chapter 505 for details.
 - b. Ensuring that the necessary shipping, customs, and border clearance documentation as prescribed herein, is available for each shipment or passenger and that such documentation is properly prepared and free of abbreviations or acronyms to ensure timely entry/exit.
 - c. Implementing pertinent portions of this regulation and maintaining performance quality that will assure Customs/Border Clearance Agencies (foreign and domestic) certification.
10. USCS, USDA, and other US Border Clearance Agencies. By agreement with USTRANSCOM, these agencies are responsible for:
 - a. Reviewing this regulation to ensure that it adequately describes their requirements and procedures for the customs and border clearance processes and requesting or recommending changes as necessary.
 - b. Establishing and maintaining necessary liaison with USTRANSCOM in its capacity as DOD's Executive Agent for the DOD CBCP assuring continuity of efforts.
11. CBCAs. See Chapter 506, Paragraph D.
12. MCI-E. See Chapter 507.

F. ADMINISTRATION

1. Preparation and approvals: This regulation has been prepared with the assistance and concurrence of the USCS, the USDA, the BATF, and other Federal Agencies.
2. DOD CBCP:
 - a. This program includes the following elements:
 - (1) Exit/entry clearance procedures and documentation requirements.
 - (2) Establishment of treatment centers (wash-down and disinfectant application), inspection facilities for equipment.
 - (3) Criteria for sterile areas where necessary and feasible.
 - (4) Certification/training of DOD personnel and inspection activities by the Theater Executive Agent for Customs and Border Clearance.

- (5) Information dissemination to inform all DOD personnel of entry/exit requirements for the US and selected foreign nations.
- b. Sources of Information. Recommended sources of information for the DOD Customs and Border Crossing Program are this regulation, and:
 - (1) The DOD Customs Program Web Page at <https://business.transcom.mil/applications/customs/dodcustoms.cfm>.
 - (2) Department of Defense 4500.54-G, The DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil>.
 - (3) The Personal Property Consignment Instruction Guide (PPCIG) at <http://www.mtmc.army.mil> then select Personal Property, Domestic, and Consignment Instructions Guide.
3. Recommendations for revisions to this regulation are encouraged. All proposed revisions, corrections, supplements or addenda must be addressed to: United States Transportation Command, Customs Branch (TCJ5-LTC), Scott AFB, IL, 62225-5357. Electronic mail (E-mail) submissions are also encouraged. Send recommendations to: USTCJ5-LT@hq.transcom.mil.
4. DOD activities requiring copies of this regulation should submit requests through their Service or Agency office responsible for issuing publications. Electronic copies of this regulation are available by accessing the USTRANSCOM Web Page at <http://public.transcom.mil/J4/j4lt/dtr.html>. (This is the preferred method of obtaining and maintaining currency of customs policies and procedures). Activities outside the DOD may obtain hard copies of this regulation from USTCJ5-LTC at the address listed in paragraph 3 above.

G. IMPLEMENTATION

1. The provisions of this regulation will be implemented by all DOD components as specified in subsequent chapters. For individual missions, roles, and responsibilities, see Paragraph E. above.
2. This regulation will not be supplemented except in the interest of improved management or instances where the procedures herein need enhancement to meet a requirement unique or special to a DOD component's AOR. Supplementing instructions published by overseas commands or other Federal Agencies will be IAW international agreement valid in the respective country. Copies of such supplementing guidance will be provided to: USTRANSCOM, Transportation Management Division (TCJ5/LT), Scott AFB, IL 62225-5357.
3. In case of conflict between this regulation and the Code of Federal Regulations (CFR), the governing regulation will be the CFR.
4. Printed changes will be published as required to add, delete, or modify DOD Customs policies and procedures at least once a year and will be made available electronically through the USTRANSCOM Worldwide Web pages. Similarly, interim and emergency changes will be readily available for application through electronic access to the web site with hyperlink to e-mail.
5. Forms required by this regulation, and pamphlets pertinent to the technical and legal aspects of the requirements described within, will be obtained through normal publications supply channels IAW applicable Service publications.

CHAPTER 502

US ENTRY REQUIREMENTS

A. GENERAL

1. Personnel and property enter the US daily to support the DOD mission. This chapter addresses US entry requirements for those personnel and/or property whether shipped by military or commercial carrier, and the conveyance, if owned or controlled by the DOD.
2. All conveyances (ships, aircraft and other mode/methods of transport) entering the CTUS from a foreign port or place will be subject to a complete customs inspection upon arrival at the first US port of entry. Exception provisions apply where an agreement exists between the USCS and the US Navy (CBCA Afloat) for shipboard inspections and authorized pre-clearance operations. Personnel, accompanied baggage, personal property, and cargo and the associated documentation are also subject to inspection. This chapter outlines the general US entry requirements and refers to more specific requirements either in this regulation, or from other sources.
3. The requirements specified in this chapter apply whether pre-clearance takes place outside the CTUS, or whether clearance is accomplished at the first US port of entry.

B. RESPONSIBILITIES

1. Individual (or member/employee). The individual member/employee and his/her family members are responsible for complying with the rules and laws of the host country to which assigned and laws and regulations associated with imports to the US.
2. Transportation Officer (TO).
 - a. When DOD sponsored cargo is transported by commercial air, ocean, rail, highway, or inland waterway to a destination within the CTUS, or when such cargo is delivered to a commercial air or water terminal not operated by the military, the TO responsible for the area within which the destination or terminal is situated will assist the commercial carrier, IAW the commercial contract, in accomplishing all necessary customs/agriculture documentation required for entry of the cargo.
 - b. When necessary, TOs in the CTUS should make arrangements at the nearest USCS office to have a Customs Form (CF) 3461, Entry/Immediate Delivery, Figure 502-1, on file for a fixed or indefinite period of time.

Trade Forms: Import

CF 3461 - ENTRY/IMMEDIATE DELIVERY

DEPARTMENT OF THE TREASURY
UNITED STATES CUSTOMS SERVICE

Form Approved
OMB No. 1515-0069

ENTRY/IMMEDIATE DELIVERY

19 CFR 142.2, 142.16, 142.22, 142.24

1. ARRIVAL DATE	2. ELECTED ENTRY DATE	3. ENTRY TYPE CODE/NAME	4. ENTRY NUMBER
5. PORT	6. SINGLE TRANS. BOND	7. BROKER/IMPORTER FILE NUMBER	
	8. CONSIGNEE NUMBER	9. IMPORTER NUMBER	
10. ULTIMATE CONSIGNEE NAME		11. IMPORTER OF RECORD NAME	
12. CARRIER CODE	13. VOYAGE/FLIGHT/TRIP	14. LOCATION OF GOODS CODE(S)/NAME(S)	
15. VESSEL CODE/NAME			
16. U.S. PORT OF UNLOADING	17. MANIFEST NUMBER	18. C.D. NUMBER	19. TOTAL VALUE
20. DESCRIPTION OF MERCHANDISE			
21. HTS CODE	22. TARIFF NO.	23. MANIFEST QUANTITY	24. HS NUMBER
			25. COUNTRY OF ORIGIN
			26. MANUFACTURER NO.

27. CERTIFICATION

I hereby make application for entry/immediate delivery. I certify that the above information is accurate, the bond is sufficient, valid, and current, and that all requirements of 19 CFR Part 142 have been met.

SIGNATURE OF APPLICANT

X

PHONE NO.

DATE

29. BROKER OR OTHER GOVT. AGENCY USE

28. CUSTOMS USE ONLY

☐ OTHER AGENCY ACTION REQUIRED, NAMELY:

☐ CUSTOMS EXAMINATION REQUIRED.

☐ ENTRY REJECTED, BECAUSE:

DELIVERY AUTHORIZED:

SIGNATURE

DATE

Pagework Reduction Act Notice: This information is needed to determine the admissibility of imports into the United States and to provide the necessary information for the examination of the cargo and to establish the liability for payment of duties and taxes. Your response is necessary.

Statement Required by 5 CFR 1320.25: The estimated average burden associated with this collection of information is 15 minutes per respondent or addressee depending on individual circumstances. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to U.S. Customs Service, Paperwork Management Branch, Washington, DC 20529, or the Paperwork Reduction Project (1515-0069), Office of Management and Budget, Washington, DC 20503.

Customs Form 3461 (010189)

Figure 502-1. CF 3461, Entry/Immediate Delivery

3. Installation Commanders. All DOD components, including reserve components, that operate, sponsor, or provide ocean or airfield arrival services to a ship or aircraft entering the CTUS will provide information on the departure point, the expected arrival time at the port of entry, and the status of the ship or aircraft (with information on number of passengers and crew) to the USCS and other border clearance agencies, as required. Timely notification is mandatory to coordinate arrangements for border clearances and for providing such assistance to the USCS, USDA, INS, and other border clearance agencies as needed. DOD components that operate, sponsor, or provide arrival services will not allow entry into the CTUS without notification of the appropriate border clearance authorities.
4. Ship/Aircraft Commander. The ship's captain or aircraft commander is responsible for providing border clearance documentation and manifests of any onboard cargo to boarding USCS, USDA, and INS officials upon arrival at the ocean or air terminal at the first point of entry into the CTUS. The ship's captain or aircraft commander is also required to provide supplemental documentation such as crew and passenger lists. The ship's captain or aircraft commander will not:
 - a. Interfere with the performance of the duties of the USCS, USDA, INS, or CBCA/MCI-E personnel (including Navy Afloat CBCAs).
 - b. Permit any cargo, baggage, or equipment to be removed from any vessel or aircraft without permission from the designated border clearance official.
 - c. Allow any passenger or crewmember to depart from a vessel or aircraft prior to completion of arrangements for final border clearance processing. Removal of cargo or departure of personnel may be allowed should it become necessary for the safety or preservation of life or property.
5. DOD Components. DOD Components which operate ships and aircraft entering the CTUS are responsible for establishing procedures to ensure compliance with provisions of this regulation, written agreements between DOD, USCS, USDA, INS and other appropriate border clearance agencies and the federal laws and regulations of those agencies. Implementing regulations of DOD components will include specific entry procedures for:
 - a. Ships, aircraft, and terminal operations.
 - b. Passengers and crew members to include medical crews, attendants, and patients.
 - c. Maintaining a sterile environment for personnel who have departed the ship or aircraft but have not yet been cleared by border clearance agency officials.
 - d. Cargo, including personal property and accompanied baggage, placed onboard the ship or aircraft as either checked baggage or cabin (carry-on) baggage.
 - e. Maintaining the security of the ship, aircraft, or terminal and its contents pending arrival of border clearance officials, should those officials not be immediately on-hand upon arrival.
 - f. Coordinating with the appropriate Port Director of the USCS and the local offices of the USDA Animal and Plant Health Inspection Service (APHIS) and the INS.
 - g. Ensuring that a sufficient and appropriate number of personnel receive formalized instruction in border clearance procedures to ensure successful accomplishment of the Customs/Border Clearance Program.
6. Contracting Officer. The contracting officer will ensure that all contracts will comply with import/export requirements of the Defense Federal Acquisition Regulation Supplement (DFARS). This provision includes the responsibility for preparation of shipper's export/import declaration documents and obtaining necessary licensing permits.

7. Contractor (Vendor). The contractor is responsible for complying with the terms and conditions of the written agreement with the USG including the preparation of all customs/border clearance documents necessary to gain entry/exit for the goods being manufactured/repaired under DOD sponsorship.

C. US CUSTOMS CLEARANCE REQUIREMENTS FOR CONVEYANCES (DOD OWNED OR CONTROLLED)

1. US Navy (USS) Ships. The Navy maintains the only remaining Navy Afloat CBCA program accredited by the USCS Port Directors at Norfolk and San Diego.
 - a. Clearance Requirement. The captain or commanding officer of each military ship entering into the CTUS is responsible to ensure that a complete US border clearance inspection has been accomplished prior to arrival at the US port of entry.
 - (1) At a minimum, the inspection will encompass all ship spaces (e.g., lockers, boats, cargo holds, living areas, and embarked aircraft) and all cargo and equipment onboard, to include organic equipment of units embarked.
 - (2) All on-board personnel and accompanying baggage will be inspected, to include passengers, crew members, super cargoes, security personnel, observers, and civilian technicians. As part of the border clearance inspection, and in preparation for clearance at the port of entry, all personnel will complete a personal declaration, DD Form 1854, US Customs Accompanied Baggage Declaration, Figure 502-2.
 - (3) The ship's captain or his/her representative will notify USCS officials at the US port of entry and the appropriate Service investigative service of any contraband found during underway inspections, prior to arrival at the first port of entry. The Service investigative service will meet the ship upon arrival and transfer custody of the contraband into the Service evidence system. Entrance of the contraband into the Service evidence system greatly diminishes the possibility of an error in the chain of custody.

Figure 502-2. DD Form 1854, US Customs Accompanied Baggage Declaration

Figure 502-2. DD Form 1854, US Customs Accompanied Baggage Declaration

- b. Clearance Procedures. Inspection will normally be performed by trained and designated CBCAs. Each military-operated ship will have at least one trained and designated CBCA within its crew. Should, for whatever reason, a shipboard CBCA capability not exist, the captain or commander of the ship will appoint an officer to conduct the inspection.
- (1) At the first US port of entry, the captain or commanding officer of each ship will present USCS officials with a manifest of all cargo loaded aboard the ship for discharge in the CTUS. A copy of this manifest will also be presented to the operator of the military ocean terminal.
 - (2) When the crew and vessel, but not the cargo, are cleared at the first US port of entry, the ship's captain or commanding officer will notify the USCS at subsequent ports of entry and provide them a manifest of the cargo to be discharged at that port.
 - (3) The inspection should be conducted at the last port of call before entry into the CTUS. This permits support from land-based Customs activities and maximizes inspection effectiveness. If mission requirements, ship size or characteristics, inspection resources, or port considerations preclude inspection prior to departure, the inspection will be conducted while the ship is en route to the US port of entry.
 - (4) For each ship operating outside the CTUS, the ship's captain or commanding officer will prepare a customs inspection plan. The plan will be developed to outline those procedures to be followed to ensure effective conduct of the CBCA inspection. The plan will include procedures both for inspecting the ship, its cargo, equipment, and personnel, and for completion and collection of personal customs declarations.
 - (5) For each ship operating outside the CTUS, the ship's captain or commanding officer will prepare a counter-narcotics plan to prevent the use of the ship, its cargo, equipment, or personnel onboard, for the illegal introduction of drugs, narcotics, or other contraband into the CTUS.
 - (6) Clearance at the Port of Entry: Ships normally arrive at established US ports of entry at which border clearance officials are readily available. The pre-departure examination/inspection under the CBCA program will normally expedite the procedures on arrival in the CTUS. However, integrity inspections or examinations at the first port of entry and/or subsequent ports of call are within the prerogative of the clearance officials. In most cases, this will consist of a cursory check for the proper paperwork.
 - (a) Dutiable and restricted items: All items acquired outside the US must be declared and may be subject to duty and/or other taxes. Certain items may be subject to restrictions or prohibited from import. All baggage is subject to examination. All personnel will make items in their possession available for inspection if so requested by customs officials. Animals, foodstuffs, plants or plant parts will be made available for inspection by APHIS before being brought ashore.
 - (b) The captain or commanding officer of the ship will complete, and provide to the clearance officials, written certification that a border clearance inspection has been completed.
 - (c) In addition to timely notification of border clearance agencies, military elements operating in US ocean terminals will provide, if available, transportation for border clearance officials to and from inbound ships to permit clearance process as early as possible before berthing.

- (d) Shipboard Mail: Commanding officers of ships will institute onboard mail control procedures in accordance with the provisions of DOD 4525.6 M, DOD Postal Manual.

2. Aircraft Entrance Requirements.

- a. Aircraft are cleared upon arrival at the first port of entry into the CTUS.
- b. There are no pre-clearance requirements for aircraft, unless arranged for in advance as part of an exercise or unit redeployment.
- c. The aircraft commander of each DOD owned or controlled aircraft entering into the CTUS is responsible to ensure that a complete US border clearance inspection has been accomplished upon arrival at the US port of entry.
- d. Advance Notification: Departure airfield installation commanders will ensure that aircraft arrival/manifest data is passed to the down-line CTUS terminal or station prior to arrival of the aircraft, to arrange for Federal Inspection Service (FIS) processing. Arrival data will include:
 - (1) Aircraft identification.
 - (2) Aircraft cabin load, including number of passengers, number of crew, and a general description of types and amount of cargo.
 - (3) Notice of unusual cargo or passengers (including first time entrants into the US).
 - (4) Any other information to expedite processing.
- e. The flight crew will complete a CF 7507, General Declaration (Outward/Inward) Agriculture, Customs, Immigration, and Public Health, Figure 502-3.
- f. For specifics on Aircraft Entrance Requirements, Personnel Entrance Requirements, and a listing of Regular Airports of Entry, Limited Airports of Entry, and US International Airports/Landing Rights Airports, see the DOD Foreign Clearance Guide, North and South America (<http://www.fcg.pentagon.mil>).

D. TERMINAL OPERATIONS

1. Ocean Terminal.
 - a. When DOD -sponsored cargo is transported by ocean or inland waterway carriers to a destination within the CTUS, or when such cargo is delivered to a commercial water terminal not operated by the military, the TO responsible for the area within which the destination or terminal is situated will accomplish all necessary customs/agriculture documentation required for entry of the cargo.
 - b. If cargo arrives without the proper USCS or USDA documentation for entry into the CTUS, it must be prepared by the local installation or terminal TO or vendor as prescribed.
2. Air Terminal.
 - a. When DOD-sponsored cargo is transported by air to a destination within the CTUS, or when such cargo is delivered to a commercial air terminal not operated by the military, the TO responsible for the area within which the destination or terminal is situated will accomplish all necessary customs/agriculture documentation required for entry of the cargo.
 - b. Regular Airports of Entry.
 - (1) Commanders of US Aerial Ports of Debarkation (APODs) will, when requested, arrange for immediate return of passengers to the point of origin when the INS has denied such passengers admission into the CTUS.
 - (2) For a listing of Regular Airports of Entry see the DOD Foreign Clearance Guide, United States, Section IV, (<http://www.fcg.pentagon.mil/fcg/us.htm>).
 - c. Limited Airports of Entry.
 - (1) FIS officials are normally assigned to perform border clearance function at regular Airports of Entry. These functions, with prior coordination and authorization from the USCS, INS, and USDA, may be performed at Limited Airports of Entry by military personnel specifically trained and designated as MCI-E. With prior coordination, FIS officials may be available (a fee may be required). Commanders of CONUS-based installations having an airfield, airbase, or air station, which is frequently used as a first CTUS port of entry, should become familiar with the requirements of this program by contacting the USCS.
 - (2) For a listing of Limited Airports of Entry see the DOD Foreign Clearance Guide, United States, Section V, (<http://www.fcg.pentagon.mil/fcg/us.htm>).
 - d. DOD components operating aircraft into the CTUS are responsible for the establishment and management of the procedures at all Regular and Limited Airports of Entry to ensure compliance with the provisions of this regulation.
 - e. Commanders of Regular and Limited Airports of Entry will:
 - (1) Establish local procedures to ensure that all entry and departure requirements for aircraft, crewmembers, passengers, and cargo specified in this regulation and the Foreign Clearance Guide are met. Quarterly meetings are recommended between USCS Port Directors and the Commander of the Airports of Entry.
 - (2) Designate an appropriate functional element or official to furnish timely advance notice of aircraft arrivals and departures to the FIS.
 - (3) Maintain an active liaison with local FIS officials.
 - (4) Budget overtime charges for US border clearance agencies as required.

- (5) Facilitate the efficient and expeditious inspection and clearance of aircraft, crew members, passengers, and cargo by US border clearance officials.
- (6) Provide adequate office and inspection facilities for border clearance activities.
- (7) In coordination with US border clearance Agencies; provide briefings on US border clearance requirements for crew members and other personnel traveling on DOD owned/controlled aircraft.

E. ENTRY PROCEDURES FOR DOD SPONSORED PASSENGERS, CREWS, AND ACCOMPANIED BAGGAGE

1. Clearance Requirements.

- a. USCS/USDA/MCI-Es will inspect Aeromedical evacuation crews, attendants, and patients in such a manner as to expedite patient movement. However, expeditious inspection does not preclude steps necessary to detect prohibited articles prior to departure.
- b. Passengers will be required to complete a DD Form 1854, Figure 502-2, or I-94W, Nonimmigrant Visa Waiver Arrival/Departure Form, Figure 502-4, for nonresident aliens, provided by the carrier on the aircraft, and will go through border clearance procedures at the first US port of entry. Entry of Immigrant Visa holders to the CTUS is permitted only at a recognized port of entry, where immigration officers will process them. Reentry of DOD sponsored personnel into the CTUS will be coordinated with the INS. The INS will be notified of all Immigrant Visa holder entries into the CTUS as soon as the entry or potential entry is detected. Whenever possible, advanced notification of an Immigrant Visa holder should be given not less than 24 hours prior to the time of arrival in the CTUS. In all cases, notification will occur no more than four working hours from the time of arrival in the CTUS.

The image displays the I-94W Nonimmigrant Visa Waiver Arrival/Departure Form, showing both the front and reverse sides. The front side (left) is titled "Arrival Record: Items 1-11 completed." and the reverse side (right) is titled "Departure Record: Items 14-17 completed." and "Alien's Signature & Date". Arrows indicate the flow from the front to the reverse side.

Front Side (Left):

- Title: **Arrival Record: Items 1-11 completed.**
- Form Title: **Nonimmigrant Visa Waiver Arrival/Departure Form**
- Section 1: **Arrival Information** (Items 1-11)
- Section 2: **Departure Information** (Items 12-13)
- Section 3: **Signature and Date** (Items 14-17)

Reverse Side (Right):

- Title: **Departure Record: Items 14-17 completed.**
- Section 1: **Departure Information** (Items 14-17)
- Section 2: **Signature and Date** (Items 18-19)
- Section 3: **Alien's Signature & Date**

Arrows indicate the flow from the front side to the reverse side.

Figure 502-4. I-94W Nonimmigrant Visa Waiver Arrival/Departure Form

- c. The FIS perform inspections and examinations to prevent entry into the CTUS of prohibited and restricted articles, with particular attention to drugs and narcotics, firearms, plant and animal products, and undeclared articles.
- d. Personal Examination. MCI-Es are not authorized to conduct personal examinations. In all cases where physical personal examination is deemed necessary, MCI-Es will contact the base law enforcement personnel and USCS.
- e. Accompanied Baggage:
 - (1) MCI-Es will normally inspect or examine all accompanied baggage in the passenger's or crew member's presence.
 - (2) Each passenger or crew member will make their accompanied baggage available for inspection or examination with the exception of patients (whose baggage should be made available by medical crew or attendant as appropriate).
 - (3) If, while inspecting or examining baggage, a MCI-E suspects a customs violation has occurred, the MCI-E will call for the assistance of appropriate base law enforcement officials and USCS. These officials will accept responsibility for the individual and any contraband and, prior to further questioning, will advise the individual regarding their constitutional rights. If the violation involves narcotics, the violation will be reported to the USCS and appropriate military law enforcement personnel.
- 2. Immigrant Visa Holders. Except in cases of emergency evacuations, Immigrant Visa Holders will be routed through normal FIS-staffed airports of entry for clearance and FIS processing.
- 3. When DOD-sponsored personnel arrive at a DOD-controlled military air (MILAIR) terminal, USCS and INS officials must be provided a legible copy of the passenger manifests for personnel on the vessel or aircraft. Operators of MILAIR and ocean terminals within the CTUS will establish close coordination with the local Port Director of Customs, and local INS representatives, and will prepare and provide border clearance entry documentation as required. Although these procedures are generally applicable, local practices may vary to a degree.
- 4. For specific passenger requirements, see the DOD Foreign Clearance Guide, North and South America (<http://www.fcg.pentagon.mil>).

F. US ENTRY PROCEDURES FOR DOD-OWNED CARGO

- 1. Clearance of Inbound Cargo through US Customs. US Public Law requires that all imported articles, with few exceptions, are subject to either formal or informal entry procedures, depending on the commodity and its value. In addition, the law requires that all articles entering the US be subject to examination or inspection. To satisfy these requirements, it is mandatory that all DOD-sponsored cargo be:
 - a. Properly documented.
 - b. Free of contraband, and pests of agricultural and natural ecosystems.
 - c. Declared to the US Customs inspector at the first port of entry.
 - d. Available for border clearance inspection when requested by the appropriate border clearance authority.
- 2. In general, when a shipment reaches the US, the importer of record (i.e., the owner, purchaser, or licensed customs broker designated by the owner, purchaser, or consignee) will file entry documents for the goods with the port director at the port of entry. In the case of DOD owned cargo, the commercial carrier will file the duty-free entry (DFE) on behalf of the DOD, using a

combined carrier's certificate issued IAW 19 CFR 141.11(a)(4), Evidence of Right to Make Entry for Importations by Common Carrier and a copy of the bill of lading (BL), airway bill, shipping receipt, or other comparable document.

3. DOD-owned cargo is afforded DFE under the Harmonized Tariff Schedule of the United States, Annotated (HTSUS). DOD cargo entry procedures vary depending on whether the entry is accomplished by a DOD-controlled transportation or by commercial transportation activity. When cargo is entered through the commercial transportation system, more documentation is required to ensure that DOD-owned cargo is clearly differentiated from commercially or privately-owned material which may be subject to duties and taxes. Documentation requirements for each method of entry are outlined in the following paragraphs.
4. When DOD-sponsored cargo arrives at a DOD-controlled military air or ocean terminal, USCS and USDA officials must be provided a legible copy of the cargo manifests for material on the vessel or aircraft. Operators of military air and ocean terminals within the CTUS will establish close coordination with the local Port Director of Customs, and local USDA representatives, and will prepare and provide border clearance entry documentation as required. Although these procedures are generally applicable, local practices may vary to a degree.
5. When DOD-sponsored cargo arrives on a commercial carrier, at a commercial air or ocean terminal the following documentation is required:
 - a. When articles (other than military scrap or surplus) belonging to the DOD are imported for further use by DOD as returned products of the US under a free entry classification in the HTSUS, a Certificate in Lieu of Other Entry Documentation Covering Articles of Returned U. S. Products for Use by The DOD, will be used for those shipments (See 19 CFR 10.103, American Goods Returned). All military scrap or surplus must meet USDA standards for freedom from soil and pests.
 - b. Commercial air shipments.
 - (1) On the airway bill, the shipper block must identify the sponsoring DOD component command or Service, followed by the shipper unit name and address. The consignee block should also lead with the sponsoring component command, followed by the recipient name and address. This is especially critical on shipments consigned to commercial contractors and vendors.
 - (2) The commercial invoice (CI) should be printed on command letterhead. Shipper and consignee information should both reflect the sponsoring DOD component or Service as indicated in the previous paragraph, and contain a clear, detailed description of the item being shipped, its value and a statement of ownership, e.g., "Property of the United States Air Force". See 19 CFR 141.85, Pro Forma Invoice.
 - (3) American Goods Returned (AGR) statement. Shipments belonging to the DOD that are entering the US that are imported for further use by the DOD require an American Goods Returned certificate. Such articles may be admitted Duty Free upon the filing of a certificate on the letterhead of the agency or office in lieu of other entry documentation. The certificate may be executed by any military installation TO having knowledge of the facts or by any other officer or official specifically designated or authorized. AGR certification may be included on the CI.

DEPARTMENT OF THE NAVY
NAVAL INVENTORY CONTROL POINT
ADVANCED TRACEABILITY AND CONTROL (ATAC)
ATAC EASTERN REGION ATAC WESTERN REGION
406 "B" Street
Norfolk, Virginia 23511

SUBJECT: AMERICAN GOODS RETURNED

COM & PTS
DSN & EXT
FAX #
IN REPLY REFER TO:

I hereby certify:

1. That the following articles are imported in the _____ (Name of Carrier) at the port of _____ (Port) on _____ (Date) consist of returned products which are the growth, produce, or manufacture of the United States, and have been returned to the **United States** without having been advanced in value or improved in condition by any process of manufacture or other means, and that no drawback has been or will be claimed on such articles, and that the articles currently belong to and are for the further use of the **United States Department of Defense**.

This United States Government shipment is arriving in the United States on a commercial carrier.

2. That the shipment does not contain military scrap.

3. That the shipment is the entitled to entry under **subheading 9801.00.10. Harmonized Tariff Schedule of the United States (HTSUS)** ***free of duty.***

4. That the material listed on the below Commercial Invoice/Bill of Lading is ***urgently needed by United States Government*** if this material is delayed at United States Customs for any reason, ***please immediately contact the below United States government authorized Official.***

5. That I am:

a. A military installation transportation officer having knowledge of the facts involved in this certificate. OR

b. An officer or official authorized by ***(insert Agency or Office whichever is applicable)*** to execute this certificate.

Name/Rank/Title _____

Telephone Number _____

Email Address _____

Ref: CFR Title 19 Section 10.103, & CFR Title 22 Section 126.4

COMMERCIAL INVOICE

INTERNATIONAL AIR WAYBILL NO. / Bill of Lading			NOTE: All shipments must be accompanied by an International Weight				
DATE OF EXPORTATION			EXPORT REFERENCES (I.E. ORDER NO., INVOICE NO.)				
SHIPPER/EXPORTER (COMPLETE NAME AND ADDRESS)			CONSIGNEE (COMPLETE NAME AND ADDRESS)				
COUNTRY OF EXPORT			IMPORTER - IF OTHER THAN CONSIGNEE (COMPLETE NAME AND ADDRESS)				
COUNTRY OF MANUFACTURE							
COUNTRY OF ULTIMATE DESTINATION							
NO OF PKGS	TYPE OF PKGS	FULL DESCRIPTION OF GOODS	QTY	UNIT OF MEASURE	WEIGHT	UNIT VALUE	TOTAL VALUE
			TOTAL			TOTAL VALUE THIS INVOICE:	

Figure 502-5. Combined American Goods Returned Certificate and Commercial Invoice (Sample)

- c. For material procured from foreign sources which is imported for the sole purpose of transiting the CTUS to another point outside the CTUS, CF 7512, Transportation Entry and Manifest of Goods Subject to Customs Inspection and Permit, Figure 502-6, will be initiated at the port of arrival and will be provided to the customs officials at the US port from which the shipment is subsequently exported.

19 CFR 15.60, 10.61, 123.41, 123.42		TRANSPORTATION ENTRY AND MANIFEST OF GOODS SUBJECT TO CUSTOMS INSPECTION AND PERMIT				OMB No. 1515-0005
U.S. CUSTOMS SERVICE		FIRST U.S. PORT OF UNLADING				Entry No. Class of Entry..... (B.T.) (T.E.) (W.D. 1B) (Drawback, etc.)
Entry No.	Port.....	Date.....	PORT CODE NO.	PORT OF.....	DATE.....	
Entered or imported by		Importer/IRS #.....		to be shipped		
in bond via		(Vessel or carrier)		(Car number and initial)		consigned to
Customs Port Director		Final foreign destination.....		(For repatriations only)		
Consignee.....		(At customs port of exit or destination)				
Foreign port of lading		B/L No.		Date of sailing...../...../.....		
(Above information to be furnished only when merchandise is imported by vessel)						
Imported on the.....		Flag		on		via
(Name of vessel or carrier and motive power)		(Date imported)		(Last foreign port)		
Exported from.....		on		Goods now at.....		
(Country)		(Date)		(Name of warehouse, station, pier, etc.)		
Marks and Numbers of Packages	Description and Quantity of Merchandise Number and Kind of Packages (Describe fully as per shipping papers)	Gross Weight in Pounds	Value (Dollars only)	Rate	Duty	
G.O. No. <input type="checkbox"/> Check if withdrawn for Vessel supplies (19 U.S.C. 1309)						
CERTIFICATE OF LADING FOR TRANSPORTATION IN BOND AND/OR LADING FOR EXPORTATION FOR				I truly declare that the statements contained herein are true and correct to the best of my knowledge and belief.		
WITH THE EXCEPTIONS NOTED ABOVE, THE WITHIN-DESCRIBED GOODS WERE: Delivered to the Carrier named above, for delivery to the Customs Port Director at destination sealed with Customs seals Nos. or the packages (were) (were not) labeled, or corded and sealed. (Inspector) (Date)				Entered or withdrawn by		
Laden on the— (Vessel, vehicle, or aircraft) which cleared for— on..... (Date) as verified by export records. (Inspector) (Date)				To the Inspector: The above-described goods shall be disposed of as specified herein. For the Port Director Received from the Port Director of the above Customs location the merchandise described in this manifest for transportation and delivery into the custody of the customs officers at the port named above, all packages in apparent good order except as noted here- on. Attorney or Agent of Carrier. Customs Form 7512 (0598)		

**Figure 502-6. Customs Form 7512, Transportation Entry and Manifest of Goods
Subject to Customs Inspection and Permit**

6. **USDA Inspection Program.** Policies and procedures for meeting agricultural standards on DOD shipments entering the CTUS are found in Chapter 505 of this regulation. USDA supports and encourages agricultural pre-clearance inspections at OCONUS locations for exercise and contingency redeployment operations. See Chapter 506 for details on requirements, procedures, and information on establishing a pre-clearance program.
7. **Classified Shipments.** If FIS personnel at CTUS ports of entry request to inspect or examine classified cargo, access will be granted only after FIS security clearances have been validated. FIS personnel assigned or performing duties at military terminals normally have had their security clearances previously validated. A qualified and properly cleared representative of the DOD component, or other agency to which the cargo belongs, should be present when the shipment is inspected by properly cleared FIS personnel.
8. **Border Clearance Inspection or Examination.** All DOD cargo or personnel entering the CTUS are subject to inspection or examination by USCS, USDA, and/or INS at the first port of entry. The degree of inspection is the prerogative of border clearance officials. Examination of goods and documents may be necessary to determine, among other things:
 - a. The value of the goods for customs purposes and their dutiable status.
 - b. Whether the goods must be marked with their country of origin or require special marking or labeling. If so, whether they are marked in the manner required.
 - c. Whether the shipment contains prohibited articles.
 - d. Whether the goods are correctly invoiced.
 - e. Whether the goods are in excess of the invoiced quantities or a shortage exists.
 - f. Whether the shipment contains illegal narcotics.
9. Prior to the release of the property, the port director will designate representative quantities for examination by Customs officers under conditions that will safeguard the goods. Some kinds of goods must be examined to determine whether they meet special requirements of the law. For example, food and beverages unfit for human consumption would not meet the requirements of the Food and Drug Administration.
10. **Immediate delivery.** Carriers participating in the Automated Manifest System can receive conditional release authorizations after leaving the foreign country and up to five days before landing in the US. If the application is approved, the shipment is released expeditiously following arrival. An entry summary must then be filed in proper form, either on paper or electronically, and estimated duties deposited within 10 working days of release. Immediate delivery release using CF 3461 is limited to certain types of merchandise, including shipments consigned to or for the account of any agency or officer of the USG.
11. For greater detail on USCS procedures and the addresses for Customs Management Centers, Port Directors, and USCS Offices in foreign countries, go to the US Customs web page at <http://www.customs.ustreas.gov>.

G. US ENTRY REQUIREMENTS FOR VENDOR (COMMERCIAL CONTRACTOR) SHIPMENTS

1. The DOD Customs Duty-Free Management System is administered by and based at the Defense Contract Management Agency (DCMA) New York, Staten Island, New York. The DCMA New York Customs Team works DOD new overseas procurement duty-free issues.

2. The entities involved in the process are the contractor, the Administrative Contracting Officer (ACO), the Procurement Contracting Officer, the USCS, customs house brokers, foreign suppliers, carriers and the Customs Team of DCMA New York.
3. The contractor is awarded a DOD contract containing the DFE clause. The contractor then determines if he/she is going to purchase/sub-contract OCONUS. It is the responsibility of the contractor to notify the ACO of his/her decision.
4. Upon shipment of the materiel to the CONUS, a broker is involved only when the shipment is consigned to a private sector entity. The broker is responsible for:
 - a. Preparation and filing of the CF 3461. Imported supplies purchased pursuant to a DOD contract are supplies that are entitled to be immediately released. USCS requires that the importer of record provide documentation proving their continuous or single transaction importer's bond in order to obtain immediate release of the shipment.
 - b. Submitting the original shipping documents including invoices, bills of lading, or other pertinent entry documents as well as two legible reproductions of CF 7501, Entry Summary, Figure 502-7, prepared by the broker to the Customs Team, DCMA New York.
 - c. After receipt of the duty free entry certificate from the Customs Team, the broker will submit the original certificate to the appropriate US Customs Port of Entry allowing for liquidation. If the entry is not liquidated, then the duty will be paid.
 - d. After receipt of a Letter of Denial from the Customs Team, the broker will notify their client of the denial and inform the client of the fact that if corrective action is not taken, duty will be paid. The denial letter will indicate the reason for denial.
5. For materiel going to a military installation, the US Customs Ports will:
 - a. Release the material to the carrier for delivery directly to the military installation when the consignee is a military activity.
 - b. Forward all entry documentation to the Customs Team, DCMA New York. The documentation will include an Entry Number (EN) assigned by the port. The ENs will start with the filer code "P99". Each port is assigned a block of ENs by USCS headquarters (HQ).
 - c. Liquidate the entry when they receive a CF 7501 from DCMA New York.
6. The Customs Team, DCMA New York is the most significant player in the DFE process. They keep a database of DOD contracts entitled to DFE and the dollar value of each contract. DCMA New York is the only organization that can certify supplies as being entitled to DFE.
7. Shipping documentation and exterior packages will be marked IAW DFARS 252.225-7008, Supplies to be Accorded Duty-Free Entry. This will indicate to the USCS that it is a DOD shipment claiming DFE.

8. Additional detail on these procedures can be found in Defense Logistics Agency Directive 5000.4, Contract Management, Chapter 6.9, Customs and Duties. Process flowchart is shown at Figure 502-8.

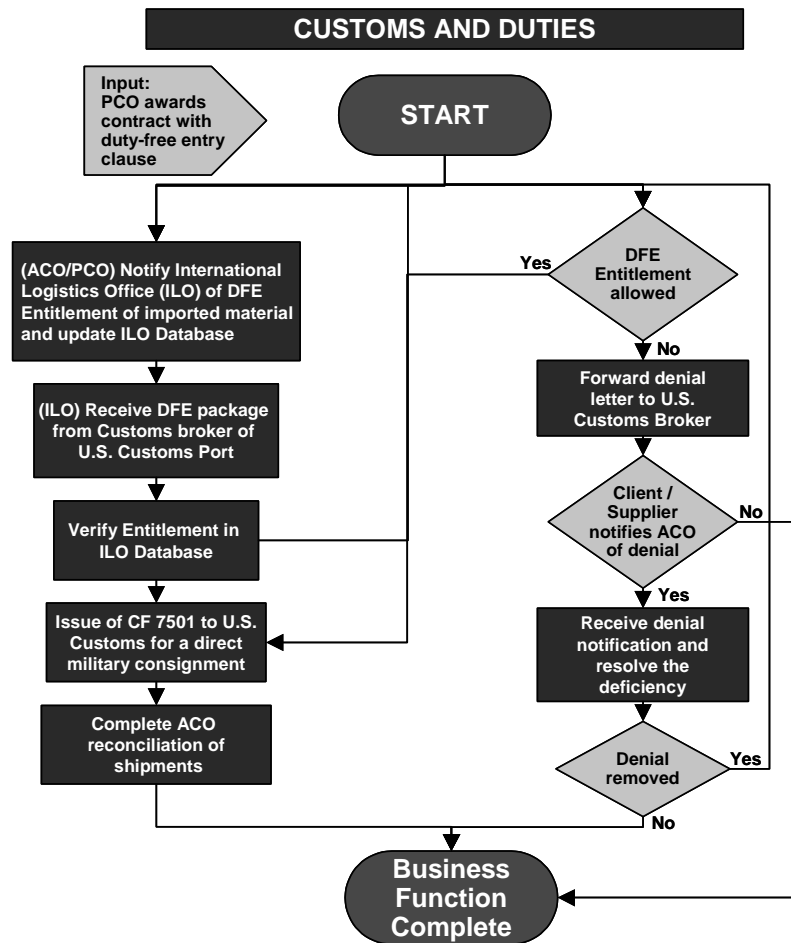


Figure 502-8. Illustration of DFE Process for Vendor Shipments to US

9. Additional References.
- Federal Acquisition Regulation (FAR) Subpart 25.6, Trade Sanctions.
 - FAR Subpart 52.225-8, Duty-Free Entry.
 - DFARS 252.225-7009, Duty-Free Entry-Qualifying Country Supplies (End Products and Components).
 - DFARS 252.225-7010, Duty-Free Entry-Additional Provisions.
 - 19 CFR 10.101, Immediate Delivery.
 - 19 CFR 10.102, Duty-Free Entries.
 - 19 CFR 10.142, Entry Process.

H. PERSONAL PROPERTY (UNACCOMPANIED BAGGAGE (UB) AND HOUSEHOLD GOODS (HHG))

1. For HHG and UB to enter the CTUS, the member/employee must complete (with the assistance of the origin TO) and sign a DD Form 1252, Part I, US Customs Declaration for Personal Property Shipments, Figure 502-9.
2. If the shipment contains firearms, the member/employee must complete DD Form 1252-1, Part II, US Customs Declaration for Personal Property Shipments, Figure 502-10. A copy of any supporting importation documents (e.g., ATF Form 6-Part II, Application and Permit for Importation of Firearms, Ammunition and Implements of War, Figure 502-11 for members and ATF Form 6-Part I, Application and Permit for Importation of Firearms, Ammunition and Implements of War, Figure 502-12 for employees) should be attached to all copies. See Chapter 503, for firearms import requirements.
3. Commingling of personal property or baggage with other military cargo is prohibited. USCS requires that personal property be kept separate from other military cargo.
4. Inspection.
 - a. All personal property shipments are subject to inspection by USCS officials upon entry to the CTUS. DOD members/employees are responsible for removing any prohibited articles from the HHG or UB prior to shipment. See paragraph J for a list of restricted and prohibited articles.
 - b. The MCI program for OCONUS locations is no longer recognized by the USCS and has been cancelled. However, all personnel involved in the shipment of personal property should be aware of the requirements in this regulation in order to advise the member/employee and to not allow the shipment of unauthorized articles, when detected.
 - c. DOD members/employees are also responsible for inspecting their personal property prior to shipment to ensure agricultural requirements are met (free of soil and pest infestations). USDA continues to support and encourage agricultural pre-clearance inspections at OCONUS locations. See Chapter 505 for details on requirements, procedures, and information on establishing a pre-inspection program.

US CUSTOMS DECLARATION FOR PERSONAL PROPERTY SHIPMENTS		WARNING: Any false statement or willful omission herein subjects the shipment to seizure and forfeiture or any person involved to a penalty equal to its value as well as to criminal prosecution.	CUSTOMS DECLARATION NUMBER
DATA REQUIRED BY THE PRIVACY ACT OF 1974			
AUTHORITY: 19 U.S.C. 1498 PRINCIPAL PURPOSE(S): To declare shipments of household goods, unaccompanied baggage, and privately owned vehicles for which free entry is claimed. Section A - Owner customs declaration for type of shipment and reason for shipment. Section B - Military Customs Inspector certifies that property has been inspected/examined and provides customs inspector's stamp. ROUTINE USE(S): (1) Use of your Social Security Number is proof of identification that person processing through Customs is not an impostor and also assists in criminal prosecution if contraband or undeclared articles, for which Customs fees are due, are found in shipment. (2) Origin transportation officer and military customs inspector retain copies as proof that shipment has been properly processed. Copies are destroyed when no longer required. DISCLOSURE: Voluntary; however, failure to provide your SSN and other requested personal information may cause delay in processing through customs, pending positive identification.			
PART I - HOUSEHOLD GOODS, UNACCOMPANIED BAGGAGE, AND PRIVATELY OWNED VEHICLES			
1. TO: (Overseas POE/AFPO)		2. FROM: (Military Customs Inspector)	
SECTION A - OWNER'S CUSTOMS DECLARATION			
3. NAME (Last, First, Middle Initial) (Print or type)		4. GRADE	5. SOCIAL SECURITY NUMBER
6. UNIT ADDRESS OVERSEAS (Include APO number)		7. ADDRESS IN US (Include ZIP Code)	
8. DECLARATION FOR: (X appropriate item) (Attach copy of orders) <input type="checkbox"/> HOUSEHOLD GOODS <input type="checkbox"/> UNACCOMPANIED BAGGAGE <input type="checkbox"/> PRIVATELY OWNED VEHICLE 9. I DECLARE THAT: (1) All items in this shipment to the United States consist only of personal property for my personal use or the use of members of my family who have been residing with me; (2) The shipment contains no prohibited items; (3) Any articles which are (a) Restricted or (b) in excess of the quantities entitled to free entry under the law and regulations thereunder are listed and identified as such in the remarks space below (with the cost or fair value, if not obtained by purchase, given for those not entitled to free entry) or if there are none, I have written the words "No Exceptions," in that space; (4) None of the items is to be taken or shipped to the United States as an accommodation for others or for sale, barter, or exchange; (5) This declaration is made for me and for (State number) _____ members of my family; (6) Total quantities of alcohol beverages and cigars included in this and other sets of customs declaration forms: Alcohol beverages (State number) _____ Cigars (State number) _____; and (7) I have been serving overseas under competent US Government orders and was: (Check appropriate item below) a. Assigned to permanent duty overseas. b. Required to perform temporary duty overseas for 140 days or more. c. Assigned to temporary duty overseas under orders which intended the duration to be 140 days or more. d. Directed from one overseas duty station to another overseas duty station and return of my personal property to the United States has been approved as indicated in supplemental instructions to orders. e. Directed to evacuate myself, family, or personal property to the United States. f. Directed to ship personal property in advance of the issuance of travel orders.			
10. THE STATEMENTS ABOVE ARE MADE WITH FULL KNOWLEDGE OF THE APPLICABLE PROVISIONS OF DOD REGULATIONS 5030.49R AND OVERSEAS INSTRUCTIONS.			
a. SIGNATURE OF OWNER		b. DATE (YYYYMMDD)	
SECTION B - MILITARY CUSTOMS INSPECTOR'S CERTIFICATE			
11. I CERTIFY THAT: (1) I have <input type="checkbox"/> inspected <input type="checkbox"/> examined the personal property in (State number) _____ outer container(s) or vehicle covered by this certificate and have read the above statements which, to the best of my knowledge and belief, are true; (2) No unauthorized Government property is contained in the shipment; (3) Regulations relative to quantities, disaffection, keys, labeling, or tagging, and certificates have been complied with; and (4) the property in the shipment is being forwarded to the United States pursuant to competent US Government orders which I have examined and the correct item namely a, b, c, d, e, or f is checked above. Serial numbers of seals: (Give numbers) _____ affixed to container(s).			
a. MILITARY CUSTOMS INSPECTOR'S STAMP		b. NAME OF MILITARY CUSTOMS INSPECTOR (Last, First, Middle Initial)	c. GRADE
		d. SIGNATURE	e. DATE (YYYYMMDD)
12. REMARKS (Indicate (a) Reason for absence of owner's signature if not shown. (b) Kind, quantity and disposition of articles withdrawn from shipment. (c) Prohibited, restricted or apparently doubtful articles remaining in shipment and location (container number). ALSO, draw a diagonal red line across face of form.)		13. FOR USE OF US CUSTOMS OFFICERS ONLY	
SECTION C - OVERSEAS PORT SHIPMENT DATA			
14. NAME OF CARRIER		15. VOYAGE OR FLIGHT NO.	

DD FORM 1252, SEP 1998 PREVIOUS EDITION IS OBSOLETE.

COPY DESIGNATION (X one): ☐ 1 Attach to Manifest ☐ 3 Origin Transportation Office file
☐ 2 Place in envelope affixed to No. 1 cargo container ☐ 4 Owner
or in No. 1 transocean cargo container ☐ 5 Military Customs Inspector file

Figure 502-9. DD Form 1252, US Customs Declaration for Personal Property Shipments, Part I

US CUSTOMS DECLARATION FOR PERSONAL PROPERTY SHIPMENTS		WARNING: Any false statement or willful omission herein subjects the shipment to seizure and forfeiture or any person involved to a penalty equal to its value as well as to criminal prosecution.		CUSTOMS DECLARATION NO. (For Issuing Office Use)																																																																																												
DATA REQUIRED BY THE PRIVACY ACT OF 1974																																																																																																
AUTHORITY: 19 U.S.C. 1498. PRINCIPAL PURPOSE(S): To declare shipments of household goods, unaccompanied baggage, and privately owned vehicles for which free entry is claimed. Section A - Owner customs declaration for type of shipment and reason for shipment. Section B - Military Customs Inspector certifies that property has been inspected/examined and provides Customs Inspector's stamp. ROUTINE USE(S): (1) Use of your Social Security Number is proof of identification that person processing through Customs is not an impostor and also assists in criminal prosecution if contraband or undeclared articles, for which Customs fees are due, are found in shipment. (2) Origin transportation officer and military customs inspector retain copies as proof that shipment has been properly processed. Copies are destroyed when no longer required. DISCLOSURE: Voluntary; however, failure to provide your SSN and other requested personal information may cause delay in processing through customs, pending positive identification.																																																																																																
PART II - FIREARMS AND AMMUNITION																																																																																																
1. TO: (Overseas PDS/APO)			2. FROM: (Military Customs Inspector)																																																																																													
SECTION D - OWNER'S CUSTOMS DECLARATION (Attach copy of orders)																																																																																																
3. NAME (Last, First, Middle Initial) (Print or type)		4. GRADE		5. SOCIAL SECURITY NUMBER																																																																																												
6. UNIT ADDRESS OVERSEAS (Include APO number)			7. ADDRESS IN UNITED STATES (Include ZIP Code)																																																																																													
8. I DECLARE THAT: (1) All items in this shipment to the United States consist only of privately owned firearms and ammunition for my personal use; (2) The shipment contains (a) No surplus military firearm except as indicated in 2 below (b) No prohibited firearm (c) The firearms are generally recognized as suitable for sporting purposes as determined by the Department of Treasury or as indicated in 2 below. <input type="checkbox"/> have <input type="checkbox"/> have not been serving overseas under US Government orders and am traveling under orders for (or to): (X appropriate item below) a. TDY or PCS to the United States or enroute to another overseas duty station b. PCS to the United States from overseas. c. PCS from overseas to a restricted overseas area where firearms are prohibited and personal property is being returned to the US. d. PCS to the US from a permanent duty station abroad to a permanent duty station in the United States or for release from active duty deployment or e. PCS from a combat area or a combat zone to the United States. f. TDY to the United States from overseas. g. TDY or PCS to the United States from overseas.																																																																																																
COMPLETE APPROPRIATE CERTIFICATE OR DECLARATION BELOW																																																																																																
9. DECLARATION CONCERNING IMPORTATION OF FIREARMS OR AMMUNITION PREVIOUSLY TAKEN OUT OF THE UNITED STATES Under penalty of perjury I hereby declare that my present address is _____ and that I departed from the United States (including possessions thereof) at (Place of exit) _____ on or about (YYYYMMDD) _____ and took with me as part of my personal property, the firearm(s) and ammunition which I previously possessed in the United States. Indicate as code "A" in description below.																																																																																																
10. CERTIFICATION UNDER REVENUE RULING 69-309 (Applicable for Rifles/Shotguns/Ammunition when qualified. See provisions on back.) Under the penalties of perjury I hereby declare that I now am or have been on active duty outside the United States within 60 days immediately preceding this importation; that I am returning to the United States from a permanent overseas duty station; that the transportation to and the receipt and possession by me at my place of residence or new permanent duty station located at (City) _____ (State) _____ of the firearm(s) and/or ammunition described on the attached ATF Form 6A (Firearms) would not constitute any violation of Title I, State Firearms Control Assistance (U.S.C., Title 18, Chapter 44), or Title VII, Unlawful Possession or Receipt of Firearms (52 Stat. 236) of the Omnibus Crime Control and Safe Streets Act of 1968 (82 Stat. 1971) or Section 414 of the Mutual Security Act of 1954 (78 Stat. 848) or any applicable state law or published ordinance. (A Release and Receipt of Imported Firearms (ATF Form 6A) (Firearms) will be attached). Indicate as code "B" in description below.																																																																																																
11. FIREARMS OR AMMUNITION ACQUIRED DIRECTLY FROM A LICENSED US FIREARMS DEALER OR THROUGH AN AUTHORIZED RPD AND GUN CLUB OR THROUGH MILITARY EXCHANGE SERVICES SPECIFICALLY FOR THE MEMBER. Indicate as code "C" in description below. Evidence of such acquisitions will be attached.																																																																																																
12. FIREARMS OR AMMUNITION ACQUIRED OVERSEAS OTHER THAN AS INDICATED IN 10 OR 11 ABOVE. An approved Import Permit (ATF Form 6) (Firearms) Part II and Release and Receipt of Imported Firearms (ATF Form 6A) (Firearms) should be attached if available. If not, indicate as code "D" in description below.																																																																																																
13. DESCRIPTION OF FIREARMS OR AMMUNITION (For additional Firearms/Ammunition in Remarks, on back.) a. FIREARMS <table border="1"> <thead> <tr> <th>ITEM</th> <th>CODE</th> <th>MANUFACTURER</th> <th>COUNTRY OF MANUFACTURE</th> <th>CALIBER SIZE OR GAUGE</th> <th>MODEL</th> <th>SERIAL NUMBER</th> </tr> </thead> <tbody> <tr><td>(1)</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>(2)</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>(3)</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>(4)</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>(5)</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>(6)</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>(7)</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table> b. AMMUNITION <table border="1"> <thead> <tr> <th>ITEM</th> <th>CODE</th> <th>TYPE</th> <th>QUANTITY</th> <th>CALIBER</th> </tr> </thead> <tbody> <tr><td>(1)</td><td></td><td></td><td></td><td></td></tr> <tr><td>(2)</td><td></td><td></td><td></td><td></td></tr> <tr><td>(3)</td><td></td><td></td><td></td><td></td></tr> <tr><td>(4)</td><td></td><td></td><td></td><td></td></tr> <tr><td>(5)</td><td></td><td></td><td></td><td></td></tr> <tr><td>(6)</td><td></td><td></td><td></td><td></td></tr> </tbody> </table>						ITEM	CODE	MANUFACTURER	COUNTRY OF MANUFACTURE	CALIBER SIZE OR GAUGE	MODEL	SERIAL NUMBER	(1)							(2)							(3)							(4)							(5)							(6)							(7)							ITEM	CODE	TYPE	QUANTITY	CALIBER	(1)					(2)					(3)					(4)					(5)					(6)				
ITEM	CODE	MANUFACTURER	COUNTRY OF MANUFACTURE	CALIBER SIZE OR GAUGE	MODEL	SERIAL NUMBER																																																																																										
(1)																																																																																																
(2)																																																																																																
(3)																																																																																																
(4)																																																																																																
(5)																																																																																																
(6)																																																																																																
(7)																																																																																																
ITEM	CODE	TYPE	QUANTITY	CALIBER																																																																																												
(1)																																																																																																
(2)																																																																																																
(3)																																																																																																
(4)																																																																																																
(5)																																																																																																
(6)																																																																																																
14. THE STATEMENTS ABOVE ARE MADE WITH FULL KNOWLEDGE OF THE APPLICABLE PROVISIONS OF DOD REGULATION 5030.49R AND OVERSEAS INSTRUCTIONS. a. SIGNATURE OF OWNER _____ b. DATE (YYYYMMDD) _____																																																																																																

DD FORM 1252-1, SEP 1998

PREVIOUS EDITION IS OBSOLETE.

Reset

Figure 502-10. DD Form 1252-1, US Customs Declaration for Personal Property Shipments, Part II

SECTION E - MILITARY CUSTOMS INSPECTOR'S CERTIFICATE			
<p>15. I CERTIFY THAT: (1) I have inspected the firearms and ammunition in (State number) _____ outer container(s) covered by this certificate and have read the above statements which, to the best of my knowledge and belief, are true; (2) No unauthorized firearms/ammunition is contained in the shipment; (3) Regulations relative to quantities, declarations, and certificates have been complied with; and (4) The firearms and ammunition in the shipment are being forwarded to the United States pursuant to competent United States Government orders which I have examined and the correct item namely 1a, b, c, d, e, f, or g is checked above.</p> <p>Serial Number(s) of Seal(s) (Give number(s)) _____ affixed to container(s).</p>			
<p>a. MILITARY CUSTOMS INSPECTOR STAMP</p>	<p>b. NAME OF MILITARY CUSTOMS INSPECTOR <i>(Last, First, Middle Initial)</i></p>	<p>c. GRADE</p>	<p>d. SIGNATURE</p>
<p>e. DATE (YYYYMMDD)</p>			
SECTION F - OVERSEAS PORT SHIPMENT DATA			
<p>16. NAME OF CARRIER</p>		<p>17. VOYAGE/FLIGHT NO.</p>	
<p>18. REMARKS</p>			
REVENUE RULING 69-309			
<p>The requirement that an import permit be obtained for each firearm to be imported by military members has been relaxed somewhat by Revenue Ruling 69-309, which was published on 9 June 1968. This ruling allows members of the US Armed Forces under conditions set forth below, to import up to three rifles or shotguns, excluding surplus military, and up to 1000 rounds of ammunition without obtaining an import permit. The waiver provided by this ruling does not include handguns. A permit for each handgun to be imported must be obtained.</p> <p>The conditions specified in Revenue Ruling 69-309 are as follows:</p> <p>(1) The member of the US Armed Forces is on active duty outside the United States or has been on active duty outside the United States within the 60-day period immediately preceding the transportation, shipment, receipt or importation;</p> <p>(2) The importation consists of rifles or shotguns or any combination thereof (excluding any firearm coming within the purview of the National Firearms Act and any firearm of military surplus origin) not to exceed a total of three, and not more than 1,000 rounds of ammunition for rifles and shotguns (excluding</p>		<p>tracer and incendiary ammunition) when these firearms or ammunition are on the person of a returning member of the US Armed Forces or with his baggage or effects, whether accompanied or unaccompanied (but not mailed unless they are included in unaccompanied baggage or effects which are officially shipped through the mails by a Transportation Officer of the US Armed Forces incident to a permanent change of duty);</p> <p>(3) The rifles and shotguns and ammunition are being transported, shipped, received and imported into the United States to the place of residence, and are intended for the personal use of the member of the US Armed Forces importing them;</p> <p>(4) The importation is incident to the return of the importer to a permanent duty station in the United States from a duty station abroad, or his release from active duty;</p> <p>(5) The importer of the firearms and ammunition completes, and he or his authorized agent furnishes to the Customs Officer releasing the firearms and ammunition, a Form 6A (Firearms) pursuant to 26 CFR, 178.114(b) and a certification. (The certification on the front of this form may be used for this purpose.)</p>	

DD FORM 1252-1 (BACK), SEP 1998

Reset

Figure 502-10. DD Form 1252-1, US Customs Declaration for Personal Property Shipments, Part II (Cont'd)

DEPARTMENT OF THE TREASURY BUREAU OF ALCOHOL, TOBACCO AND FIREARMS						OMB NO. 1545-0046				
APPLICATION AND PERMIT FOR IMPORTATION OF FIREARMS, AMMUNITION AND IMPLEMENTS OF WAR						FOR ATF USE ONLY				
FOR USE BY MEMBERS OF THE UNITED STATES ARMED FORCES (Submit in triplicate)						PERMIT NO.				
SECTION I - APPLICATION						VALID FOR 12 MONTHS AFTER THE DATE OF APPROVAL (ITEM 20 BELOW)				
1. RETURN APPROVED PERMIT TO (Enter name, address and ZIP Code if different than applicant's)				2. APPLICANT'S NAME AND ADDRESS (Including ZIP Code)						
				TELEPHONE NUMBER						
3. NAME AND ADDRESS OF SELLER				4. NAME AND ADDRESS OF SHIPPER						
5. PRESENT OR LAST FOREIGN DUTY STATION				6. COUNTRY OF EXPORTATION						
7. DESCRIPTION OF FIREARMS AND AMMUNITION (For firearms, enter (SG) - Shotgun; (R) - Rifle; (P) - Pistol; (RE) - Revolver)										
NAME AND ADDRESS OF MANUFACTURER a.		TYPE (SG), (R), (P), (RE) b.	CALIBER, GAUGE OR SIZE c.	MODEL (NFRS) DESIG. d.	LENGTH OF BARREL e.	OVERALL LENGTH (inches) f.	SERIAL NO. g.	NEW (N) OR USED (U) h.	QUAN- TITY (Each type) i.	UNIT COST j.
FIREARMS										
AMMUNITION		(Ball, Wad, cutter, Shot, etc.)								
8. SPECIFIC PURPOSE OF IMPORTATION (Use additional sheets, if necessary)										
9. ARE YOU NOW OR HAVE YOU BEEN ON ACTIVE DUTY OUTSIDE THE UNITED STATES WITHIN THE 60-DAY PERIOD IMMEDIATELY PRECEDING THIS IMPORTATION? <input type="checkbox"/> YES <input type="checkbox"/> NO						10. PLACE OF RESIDENCE IN THE UNITED STATES				
11. DATE OF ASSIGNMENT TO DUTY STATION WITHIN UNITED STATES						12. BRANCH OF SERVICE		13. DATE OF BIRTH		
Under penalties of law, I declare that I have examined this application, including the documents submitted in support of it, and to the best of my knowledge and belief, it is true, correct, and complete, that the transportation to and the receipt and possession by me at my place of residence of the firearms and/or ammunition described above, would not constitute any violation of Title I of the Gun Control Act of 1968 (U.S.C., Title 18 Chapter 44), or Title VII of the Omnibus Crime Control and Safe Streets Act of 1968 (U.S.C. Title 18, Appendix, Sections 1201-1203) or any State law or local ordinance, that the firearms and/or ammunition are intended for my personal use and that no firearm is a surplus military firearm or a firearm as described in 26 U.S.C. 5845(a).										
14. SIGNATURE				15. RANK		16. SERIAL NO.		17. DATE		
SECTION II - FOR ATF USE ONLY (Please make no entries in this section)										
18. THE APPLICATION HAS BEEN EXAMINED AND THE IMPORTATION OF THE FIREARMS AND AMMUNITION DESCRIBED HEREIN IS:										
<input type="checkbox"/> APPROVED <input type="checkbox"/> WITHDRAWN BY APPLICANT WITHOUT ACTION <input type="checkbox"/> PARTIALLY APPROVED FOR THE REASON INDICATED ON THE ATTACHED LETTER <input type="checkbox"/> RETURNED FOR ADDITIONAL INFORMATION <input type="checkbox"/> DISAPPROVED FOR THE REASON INDICATED ON THE ATTACHED LETTER										
19. SIGNATURE OF DIRECTOR, BUREAU OF ALCOHOL, TOBACCO AND FIREARMS								20. DATE		
ATF F 6 - PART II (5330.3B) (8-97) PREVIOUS EDITIONS ARE OBSOLETE										

Figure 502-11. ATF F 6 Part II, Application and Permit for Importation of Firearms, Ammunition and Implements of War

DEPARTMENT OF THE TREASURY BUREAU OF ALCOHOL, TOBACCO AND FIREARMS APPLICATION AND PERMIT FOR IMPORTATION OF FIREARMS, AMMUNITION AND IMPLEMENTS OF WAR NOT FOR USE BY MEMBERS OF THE UNITED STATES ARMED FORCES <i>(Submit in triplicate)</i>										OMB No. 1512-0017 (09/30/2000) FOR ATF USE ONLY PERMIT NO. _____ VALID FOR 12 MONTHS AFTER THE DATE OF APPROVAL (ITEM 17 BELOW)	
SECTION I - APPLICATION											
1. FEDERAL FIREARMS LICENSE <i>(If Any)</i>					2. TELEPHONE NO.		3. COUNTRY OF EXPORTATION				
LICENSE NO.			EXPIRATION DATE								
4. NAME AND ADDRESS OF BROKER, if any <i>(Including ZIP Code)</i>					5. APPLICANT'S NAME AND ADDRESS <i>(Including ZIP Code)</i>						
<input type="checkbox"/> Check here if permit is to be returned to broker.					<input type="checkbox"/> Check here if permit is to be returned to applicant.						
6. NAME AND ADDRESS OF FOREIGN SELLER, if any					7. NAME AND ADDRESS OF FOREIGN SHIPPER						
B. DESCRIPTION OF FIREARMS AND AMMUNITION <i>(For firearms, enter (SG) - Shotgun; (R) - Rifle; (PI) - Pistol; (RE) - Revolver)</i>											
	NAME AND ADDRESS OF MANUFACTURER <i>a</i>	TYPE (SQ), (R), (PI), (RE) <i>b</i>	CALIBER GAUGE OR SIZE <i>c</i>	QUANTITY (Each type) <i>d</i>	UNIT COST <i>e</i>	US MIL CATEGORY <i>f</i>	MODEL (MFRS) DESIGN <i>g</i>	LENGTH OF BARREL <i>h</i>	OVERALL LENGTH (Inches) <i>i</i>	SERIAL NO. <i>j</i>	NEW OR USED? <i>k</i>
FIREARMS											
IMPLEMENTS OF WAR											
AMMUNITION		<i>(Ball Wad- cutter, Shot, etc.)</i>					9. CERTIFICATION OF ORIGIN. The items sought for importation in block 8: a. <input type="checkbox"/> Do not contain U.S. manufactured parts or components, and <input type="checkbox"/> Do not contain foreign manufactured parts or components that were manufactured with U.S. technical data or assistance; or b. <input type="checkbox"/> Contain U.S. manufactured parts or components and/or foreign manufactured parts or components that were manufactured with U.S. technical data or assistance.				
10. SPECIFIC PURPOSE OF IMPORTATION <i>(Use additional sheets, if necessary)</i>											
11. ARE YOU REGISTERED PURSUANT TO THE ARMS EXPORT CONTROL ACT OF 1976 <input type="checkbox"/> YES <input type="checkbox"/> NO						12. IF "YES", GIVE REGISTRATION NO. AND EXPIRATION DATE					
Under the penalties provided by law, I declare that I have examined this application, including the documents submitted in support of it, and, to the best of my knowledge and belief, it is true, correct, and complete.											
13. SIGNATURE OF APPLICANT						14. TITLE			15. DATE		
SECTION II - FOR ATF USE ONLY <i>(Please make no entries in this section)</i>											
16. THE APPLICATION HAS BEEN EXAMINED AND THE IMPORTATION OF THE FIREARMS, AMMUNITION, AND IMPLEMENTS OF WAR DESCRIBED HEREIN IS:											
<input type="checkbox"/> APPROVED						<input type="checkbox"/> WITHDRAWN BY APPLICANT WITHOUT ACTION					
<input type="checkbox"/> PARTIALLY APPROVED FOR THE REASON INDICATED HERE OR ON ATTACHED LETTER						<input type="checkbox"/> RETURNED WITHOUT ACTION FOR ADDITIONAL INFORMATION					
<input type="checkbox"/> DISAPPROVED FOR THE REASON INDICATED HERE OR ON ATTACHED LETTER											
17. SIGNATURE OF THE DIRECTOR, BUREAU OF ALCOHOL, TOBACCO AND FIREARMS									18. DATE		
ATF F 6 - PART I (5330.3A) (3-2000) PREVIOUS EDITIONS ARE OBSOLETE											

Figure 502-12. ATF F 6 Part I, Application and Permit for Importation of Firearms, Ammunition and Implements of War

I. RESTRICTED AND PROHIBITED ARTICLES

US border clearance laws and regulations prohibit importation of certain items or restrict importation to certain specific conditions or prescribed quantities. Such laws and regulations are for the protection of public health, plant and animal life, or otherwise serve the welfare of the people of the US. The following lists encompass only those articles most commonly available in overseas areas and represent only a partial listing. More detailed information on specific prohibitions and restrictions is contained in numerous pamphlet and pamphlet-type publications available from the US border clearance agencies.

1. Restricted Articles

- a. These items may be imported under the conditions specified. Additionally, although such items may be imported upon conditions being met for US border clearance agencies, members must still comply with appropriate Service shipping regulations.
 - (1) Firearms, ammunition, and dangerous devices, as specified in Chapter 503.
 - (2) Trademark items (articles produced outside the US, bearing marks or names copying or simulating US trademarks or trade-names that have been recorded by the USCS), provided they fall within limited numbers permitted under blanket policies by some trademark or trade-name owners, or are accompanied with written consent of the owners of the trademarks or trade-names, or if the trademark or trade-names have been removed or obliterated.
 - (3) Foreign reprints of US copyrighted material, provided that they are intended for personal use.
 - (4) Switchblade knives, or any knife with a blade that opens automatically by the action of inertia or gravity, may be imported by a person who has only one arm, providing the knife blade does not exceed three inches in length. Spring-loaded knives are authorized to personnel when said knife is a Government Issue item (some Special Forces have these knives issued).
 - (5) Liquor or alcoholic beverages, as permitted by the laws of the US state of destination and may be shipped duty free into the continental US pursuant to HTSUS, Chapter 98, Subchapter V. Personal Exemptions Extended to United States Personnel and Evacuees, Section 9805.00.50. Wine may be shipped duty free into the continental US when packed and shipped by an authorized contractor.
 - (6) Prescription drugs, provided they are hand-carried.
 - (7) Wildlife and wildlife parts and products may be imported if specifically permitted by federal law and US Fish and Wildlife Service, USDA, and USCS requirements if documentation (permits and certificates) is obtained and procedures followed. Border clearance agencies should be contacted prior to shipment.
 - (8) Elephant Ivory, elephant parts, and products made thereof are prohibited unless from legally taken hunting trophies (hunting permits required) or antiques over 100 years old (documentation required).
 - (9) Bonsai plants and tatami mats may only be shipped with a proper USDA permit (See Paragraph I.3.b).

2. Prohibited Articles

- a. The import into the CTUS of articles in the following categories is specifically prohibited except in those cases where a license to import said items, such as for scientific, educational, or military use, is obtained from the proper USG agency.
 - (1) Any controlled substance as defined by US Federal Law (including narcotics, hallucinogenic drugs, amphetamines, barbiturates, marijuana, hashish, peyote, opium, cocaine, and other dangerous drugs) or drug paraphernalia.
 - (2) Goods made by convict labor, forced labor, or indentured labor under penal sanctions (includes goods, wares, articles, and merchandise that has been mined, produced, or manufactured wholly, or in part, in any foreign country by the above type labor).
 - (3) Articles originating in embargoed countries, unless the articles are accompanied with special import licenses issued by the Department of Treasury, are prohibited. Updated lists of embargoed countries may be found at: <http://www.treas.gov/ofac>.
 - (4) Destructive devices (e.g., explosive caps, hand grenades, tear gas projectiles, artillery simulators).
 - (5) Explosives and flammables.
 - (6) White phosphorous matches.
 - (7) Counterfeits of coins, securities, obligations, postage or revenue stamps, and color illustrations of postage stamps of the US or foreign governments.
 - (8) Lottery tickets and advertisements of any lottery.
 - (9) Obscene and immoral articles, books, pictures, films, or publications. USCS defines obscene pictorial (photos, films, cassettes) material as pictorial matter devoted to the portrayal of sexual acts (oral, anal, or coital penetration) in any manner, including those with an animal. The USCS definition does not include the mere exposure of the genitals, even in a grossly offensive manner.
 - (10) Federal Law and the Convention on International Trade in Endangered Species of Wild Fauna and Flora prohibit certain wildlife and wildlife parts and products. Border clearance Agencies should be contacted prior to shipment.

3. Agricultural Restrictions and Prohibitions

- a. Certain agricultural items may be imported into the CTUS only under specific conditions. Many items that require a permit must be consigned to an APHIS plant inspection station or an approved establishment. Because restricted agriculture products must be inspected by APHIS inspectors at a CTUS commercial port of entry to determine if the product meets all requirements for importation, transport of restricted agricultural products by aircraft will severely limit entry points into the CTUS.
 - (1) Animal and Poultry Products. USDA APHIS restricts entry of animals, poultry, birds' eggs, wild bird feathers, poultry products and byproducts, and animal products and byproducts, to include meat extracts, secretions (including milk and cheese), untanned hides, untanned skins, wool, hair, bone, and horns. (There are no USDA APHIS restrictions on animal trophies that are full-finished for display. There are, however, US Fish and Wildlife Service restrictions and prohibitions on the importation of mounted birds and animals, including elephant ivory, elephant parts, and products thereof.) Importers contemplating entry into the CTUS of the above should obtain detailed requirements from the Veterinary Services, Animal and Plant Health Inspection Service,

US Department of Agriculture, Riverdale, MD 20737-1232, prior to leaving the country of origin.

- (2) Pets. Due to the multitude of restrictions on the importation of pets (including dogs, cats, and birds) from various oversea areas, specific information on their importation is not included herein. Pet birds require a permit and must be quarantined on return to CTUS (contact USDA for full requirements). Dogs (other than working herd dogs) and cats must meet US Code and Public Health restrictions. Pet owners must consult the local TO or write the Veterinary Services as above.
- (3) Plants and Plant Products. The following plants and plant products may not be imported as such: fresh fruits and vegetables; trees, shrubs, and herbaceous plants; bulbs, roots, cuttings, or other parts of plants, and seeds for or capable of propagation; dried or undried grasses; various grains, to include hay and straw; and leaves of plants, forest litter, and soil (such as that likely to be on vehicles, lawnmowers, and similar items used outdoors). Importation of animals and insects that present a hazard to the indigenous US life is also prohibited.
 - b. Application for permits to import these items or to obtain information may be made to the USDA, APHIS, Plant Protection and Quarantine (PPQ) Permit Unit, 4700 River Road, Riverdale, MD 20737-1232. This permit may specify entry conditions by personal baggage, mail, or freight through any one of several inspection stations in the US, as appropriate, to the destination.
 - c. Unrestricted. Commercially dried, cured, or processed fruits and vegetables, such as cured figs and dates or dried peas and beans, are unrestricted.
4. Restriction Against Shipping Alcoholic Beverages and Tobacco Products. Liquor/alcoholic beverages are restricted and may be shipped separate from the rest of the member's/employee's personal property. Limited quantities may enter duty-free if accompanied by the member/employee. Unaccompanied shipments are subject to duty payments. The Government is not responsible for any fee or customs charges and certain charges may or may not be reimbursable.

J. PRIVATELY OWNED VEHICLES (POVS)

1. To import POVs into the CTUS, the vehicles must have been manufactured in compliance with both the DOT motor safety standards and US EPA emission control standards in effect at the time of manufacture, or the vehicles must be modified to comply with such standards. Additionally, POVs equipped with catalytic converters or other emission control devices must meet emission test requirements and standards. All POVs must be free of soil to meet USDA requirements.
2. Safety Standards. All vehicles, foreign or domestic, manufactured on or after 1 January 1968, must conform to the applicable US motor vehicle safety standards in effect on the date of manufacture. Certification for all vehicles, to include motorized bikes and motor scooters manufactured on or after 1 January 1969, being imported into the CTUS is accomplished on a DOT Form HS-7, Importation of Motor Vehicles and Motor Vehicle Equipment Subject to Federal Motor Vehicle Safety, Bumper and Theft Prevention Standards, Figure 502-13. The completed form will be attached to the original DD Form 1252 that was completed for the vehicle.



US Department of Transportation
National Highway Traffic Safety Administration

— DECLARATION —

Importation of Motor Vehicles and Motor Vehicle Equipment Subject to Federal Motor Vehicle Safety, Bumper and Theft Prevention Standards

OMB No. 2127-0002
Public Law 100-562,
16 USC 301

PORT OF ENTRY	CUSTOMS PORT CODE	CUSTOMS ENTRY NO.	ENTRY DATE
MAKE OF VEHICLE	MODEL	YEAR	VEHICLE IDENTIFICATION NUMBER (VIN)
REGISTERED IMPORTER NAME AND NHTSA REGISTRATION NUMBER (Required when Box 3 is checked)			VEHICLE ELIGIBILITY NO. (Box 3)
DESCRIPTION OF MERCHANDISE (F MOTOR VEHICLE EQUIPMENT)			

☐ 1. The vehicle is 25 or more years old or the equipment item was manufactured on a date when no applicable Federal Motor Vehicle Safety, or Theft Prevention Standard was in effect. [§91.5(i)]

☐ 2A. The vehicle, chassis-cab or equipment item conforms with all applicable Federal Motor Vehicle Safety Standards (or the vehicle does not conform solely because readily attachable equipment items which will be attached to it before it is offered for sale to the first purchaser for purposes other than resale are not attached); and Bumper and Theft Prevention Standards, and bears a certification label or tag to that effect permanently affixed by the original manufacturer to the vehicle or chassis-cab, or affixed by the manufacturer to the equipment item or its delivery container in accordance with applicable National Highway Traffic Safety Administration (NHTSA) regulations [§91.5(i)(2)], or

Attachment: For chassis-cab entry, see Box B.

☐ 2B. The vehicle conforms with all applicable Federal Motor Vehicle Safety Standards of Canada and the United States except for minor labeling requirements, and I am importing it for personal use.

Attachment: Copy of manufacturer's confirmation letter.

☐ 3. The vehicle does not conform with all applicable Federal Motor Vehicle Safety and Bumper Standards, but does conform with applicable Federal Theft Prevention Standards, but I am eligible to import it because NHTSA has determined that the model and model year of the vehicle to be imported is eligible for importation into the United States and I have furnished a bond, which is attached to this declaration, in an amount equal to 150 percent of the entered value of the vehicle as determined by the Secretary of the Treasury. If the Administrator of NHTSA determines that the vehicle has not been brought into compliance with all such standards within 120 days after importation, then I state that I will deliver such vehicle to the Secretary of the Treasury for export, or abandon it to the United States [§91.5(i)(3)], and that:

a. I have registered with NHTSA pursuant to 49 CFR Part 592 and such registration has not been revoked or suspended; or

b. I have executed a contract or other agreement, which is attached to this declaration, with an importer who has registered with NHTSA and whose registration has not been suspended or revoked. [§91.5(i)(4)]

Attachments: Copy of DOT Bond; and
Copy of Contract with a Registered Importer, if applicable.

☐ 4. The vehicle or equipment does not comply with all applicable Federal Motor Vehicle Safety, Bumper and Theft Prevention Standards, but is intended solely for export and is labeled for export on the vehicle or equipment item, and the outside of any container of the vehicle or equipment item bears a label or tag to that effect. [§91.5(i)(5)]

☐ 5. The vehicle or equipment does not comply with all applicable Federal Motor Vehicle Safety, Bumper and Theft Prevention Standards, but I am eligible to import it because:

a. I am a nonresident of the United States and the vehicle is registered in a country other than the United States;

b. I am temporarily importing the vehicle for personal use for a period not to exceed 1 year, and will not sell it during that time; and

c. I will export it not later than the end of 1 year after entry and the declaration contains my passport number and country of issue. [§91.5(i)(6)]

d. Passport No. _____ Country of Issue _____

☐ 6. The vehicle does not conform with all applicable Federal Motor Vehicle Safety Standards, but I am eligible to import it because:

a. I am a member of the foreign government on assignment in the United States, or a member of the Secretariat of a public international organization so designated under the International Organizations Immunities Act, and within the class of persons for who the entry of motor vehicle has been authorized by the Department of State;

b. I am importing the motor vehicle on a temporary basis for my personal use, and will register it through the Office of Foreign Missions of the Department of State;

c. I will not sell the vehicle to any person in the United States, other than a person eligible to import a vehicle under this paragraph;

☐ d. I will obtain from the Office of Foreign Missions of the State Department, before departing the United States at the conclusion of a tour of duty, an ownership title to the vehicle good for export only; and

e. I have attached a copy of my official orders. [§91.5(i)(7)]

Name of Embassy: _____

Attachment: Copy of Official Orders.

☐ 7. The vehicle or equipment does not comply with all Federal Motor Vehicle Safety and Bumper Standards, but is being imported solely for the purpose of research, investigations, show or display, demonstrations or training, or competitive racing events, and I agree that I will comply with the applicable restrictions on importation of such merchandise [§91.7] and I will provide the Administrator with documentary proof of export or destructions not later than 30 days following the end of the period for which the vehicle has been admitted into the United States. [§91.5(j)]

Attachment:

a. Copy of NHTSA permission letter if the importer is not an original manufacturer of motor vehicles (or a wholly owned subsidiary thereof) that are certified to comply with all applicable Federal Motor Vehicle Safety Standards (FMVSS). Use on the public roads must be authorized specifically. [§91.5(j)(1) or (2)].

b. Importer's statement describing the use to be made of the vehicle or equipment item. If the importer is an original manufacturer of motor vehicles (or a wholly owned subsidiary thereof) that are certified to comply with all applicable FMVSS, I am on the public roads is an integral part of the purpose for which the vehicle or equipment item is imported. The statement shall describe the purpose which makes such use necessary, state the estimated period of time during which use of the vehicle or equipment item on the public roads is necessary, and state the intended means of final disposition (and disposition date) of the vehicle or equipment item after completion of the purpose for which it is imported. [§91.5(j)(3)].

☐ 8. This vehicle was not manufactured primarily for use on the public roads and thus is not a motor vehicle subject to the Federal Motor Vehicle Safety, Bumper and Theft Prevention Standards or the equipment item is not a system, part, or component of a motor vehicle and thus is not an item of motor vehicle equipment subject to the Federal Motor Vehicle Safety Standards. [§91.5(a)]

Attachment: Importer's substantiating statement. [§91.5(a)]

☐ 9. The vehicle or equipment item requires further manufacturing operations to perform its intended function, other than the addition of readily attachable equipment items such as mirrors, wheels, or tire and rim assemblies, or minor finishing operations such as painting, and any part of such vehicle that is required to be marked by Part 541 of this chapter is marked in accordance with that part. [§91.5(a)]

Attachment: Statement issued by the manufacturer of the incomplete vehicle, chassis-cab or equipment item which indicates the applicable Federal Motor Vehicle Safety Standards with which the vehicle or equipment item is not in compliance, and which describes the further manufacturing required. [§91.5(a)]

☐ 10. Reserved

☐ 11. The equipment item is subject to the Theft Prevention Standard and is marked in accordance with the requirements of 49 CFR 541. [§91.5(k)]

☐ 12. The vehicle does not conform with all applicable Federal Motor Vehicle Safety Standards, but I am eligible to import it because:

a. I am a member of the armed forces of a foreign country on assignment in the United States;

b. I am importing the vehicle on a temporary basis, and for my personal use;

c. I will not sell the vehicle to any person in the United States;

d. I will export the vehicle upon departing the United States at the conclusion of a tour of duty; and

e. I have attached a copy of my official orders. [§91.5(i)(12)]

Attachment: Copy of Official Orders.

NAME OF IMPORTER (Please type)	IMPORTER'S ADDRESS (Street, City, State, Zip Code)	
NAME OF DECLARANT (Please type)	DECLARANT'S ADDRESS (Street, City, State, Zip Code)	
DECLARANT'S CAPACITY	DECLARANT'S SIGNATURE	DATE SIGNED

HS-7 (Rev. 9-89)


OVER
75124-10240

Figure 502-13. DOT Form HS-7, Importation of Motor Vehicles and Motor Vehicle Equipment Subject to Federal Motor Vehicle Safety, Bumper and Theft Prevention Standards

- a. US Specification POV. The original manufacturer's certification label affixed to the vehicle door post or frame of motorized bike or motor scooter is the best evidence of conformance. The label must show the date of manufacture and the vehicle identification number (VIN). For multipurpose passenger vehicles, the type of vehicle must also be shown.
- b. Non-US Specification POV.
 - (1) Effective 31 January 1990, Public Law (PL) 100-562, Imported Vehicle Safety Compliance Act of 1988, and its implementing regulations require that POVs which are not certified by their original manufacturer to be in conformity with applicable with US Federal Motor Vehicle safety, bumper, tires, and theft prevention standards, be imported into the CTUS only through importers registered (Registered Importer) with the DOT National Highway Traffic Safety Administration (NHTSA). Non-US specification

vehicles must be brought into conformity with all applicable Federal motor safety standards proscribed by PL 100-562 within a reasonable time after importation. Members should contact the NHTSA for a current listing of Registered Importers applicable to their POV.

- (2) In addition to applicable customs requirements, importers of such vehicles must furnish a DOT conformance bond, in the amount of three times the value of the vehicle, on DOT Bond Form HS-474, Bond to Ensure Conformance with Motor Vehicle Safety and Bumper Standards, Figure 502-14.

 US Department of Transportation National Highway Traffic Safety Administration	BOND TO ENSURE CONFORMANCE WITH MOTOR VEHICLE SAFETY AND BUMPER STANDARDS	OMB No. 2127-0002 PL 100-562, 15 USC 1397, and 1916
---	--	---

Section 591.50(f)

(To redeliver vehicle, to produce documents, to perform conditions of release, such as to bring vehicle into conformance with all applicable federal Motor Vehicle Safety and Bumper Standards)

Know All Men by These Presents That _____
name of principal, if a corporation the State of Incorporation

of _____, as principal
street address or post office box number, city, state, Zip Code

and _____ of _____
Name, state of Incorporation, if any Address

and _____ of _____
Name, state of Incorporation, if any Address

as sureties, are held and firmly bound unto the UNITED STATES OF AMERICA in the sum of _____ dollars (\$ _____), which represents 150% of the entered value of the following described motor vehicle as determined by the U. S. Customs Service:

Model year, make, make, engine, and chassis number

for the payment of which we bind ourselves, our heirs, executors, administrators, successors, and assigns (jointly and severally), firmly by these presents

WITNESS our hands and seals this _____ day of _____, 199_____

WHEREAS, motor vehicles may be entered under the provisions of section 108, National Traffic and Motor Vehicle Safety Act of 1966, as amended; and section 106 of the Motor Vehicle Information and Cost Savings Act; and

WHEREAS, pursuant to 49 CFR Part 591, a regulation promulgated under the provisions of section 108, National Traffic and Motor Vehicle Safety Act of 1966, as amended, the above-bounden principal desires to import permanently the motor vehicle described above, which is a motor vehicle that was not originally manufactured to conform with the Federal motor vehicle safety standards, and bumper standards; and

WHEREAS, pursuant to 49 CFR Part 592, a regulation promulgated under the provisions of section 108, National Traffic and Motor Vehicle Safety Act of 1966, as amended, the above-bounden principal has been granted the status of Registered Importer of motor vehicles not originally manufactured to conform with the Federal motor vehicle safety standards (or, if not Registered Importer, has a contract with a Registered Importer covering the motor vehicle described above); and

WHEREAS, pursuant to 49 CFR 593, a regulation promulgated under the provisions of section, 108, National Traffic and Motor Vehicle Safety Act of 1966, as amended, the Administrator of the National Highway Traffic Safety Administration as determined that the motor vehicle described above is eligible for importation into the United States; and

WHEREAS, the motor vehicle described above has been imported at the port _____
 for consumption on entry No. _____, dated _____, 199_____

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH THAT-

(1) The above-bounden principal (the "principal", in consideration of the permanent admission into the United States of the motor vehicle described above (the "vehicle", voluntarily undertakes and agrees to have such vehicle brought into conformity with all applicable Federal motor vehicle safety and bumper standards within 120 days after such importation, as specified by the Administrator of the National Highway Traffic Safety Administration (the "Administrator");

(2) The principal shall then file, or if not a Registered Importer shall then cause the Registered Importer of the Vehicle to file, with the Administrator, a certificate that the vehicle complies with each Federal motor vehicle safety standard in effect the year that the vehicle was manufactured and which applies in such year to the vehicle, and that the vehicle complies with the Federal bumper standard (if applicable);

Form HS-474 (1-90)

Figure 502-14. DOT Bond Form HS-474, Bond to Ensure Conformance with Motor Vehicle Safety and Bumper Standards

(3) The principal, if a Registered Importer, shall not release custody of the vehicle to any person for license or registration for use on public roads, streets, or highways, or license or register the vehicle from the date of entry until 30 calendar days after it has certified compliance of the vehicle to the Administrator, unless the Administrator notifies the principal before 30 days that (s)he has accepted such certification and the vehicle and bond may be released, except that no such release shall be permitted, before or after the 30th calendar day, if the principal has received written notice from the Administrator that an inspection of such vehicle will be required, or that there is reason to believe that such certification is false or contains a misrepresentation;

(4) And if the principal has received written notice from the Administrator that an inspection is required, the principal shall cause the vehicle to be available for inspection; and the vehicle and bond shall be promptly released after completion of an inspection showing no failure to comply. However, if the inspection shows a failure to comply, the vehicle and bond shall not be released until such time as the failure to comply ceases to exist;

(5) And if the principal has received written notice from the Administrator that there is reason to believe that the certificate is false or contains a misrepresentation, the vehicle or bond shall not be released until the Administrator is satisfied with the certification and any modification thereof;

(6) And if the principal has received written notice from the Administrator that the vehicle has been found not to comply with all applicable Federal Motor vehicle safety and bumper standards, and written demand that the vehicle be abandoned to the United States, or delivered to the Secretary of the Treasury for the export (at no cost to the United States), the principal shall abandon the vehicle to the United States, or shall deliver the vehicle, or cause the vehicle to be delivered to, the custody of the District Director of Customs of the port of entry listed above, or any other port of entry, and shall execute all documents necessary for exportation of the vehicle from the United States, at no cost to the United States; or in default of abandonment or redelivery after proper notice by the Administrator to the principal, the principal shall pay to the administrator the amount of this obligation;

Then this obligation shall be void; otherwise it shall remain in full force and effect.
Signed, sealed, and delivered in the presence of

Name

Address

Name Address (Principal) (SEAL)

Name

Address

Name Address (Surety) (SEAL)

CERTIFICATE AS TO CORPORATE PRINCIPAL

I, _____, certify that I am the _____
of the corporation named as principal in the within bond; that _____, who signed the bond on behalf
of the principal, was then _____ of said corporation; that I know his/her signature, and his/her
signature thereto is genuine; and that said bond was duly signed, sealed and attested for and in behalf of said corporation by authority
of its governing body.

(CORPORATE SEAL)

(To be used when a power of attorney has been filed with NMFTA, and may be executed by secretary, assistant secretary, or other officer.)

Form HS-474 (1-90)

Figure 502-14. DOT Bond Form HS-474, Bond to Ensure Conformance with Motor Vehicle Safety and Bumper Standards (Cont'd)

3. EPA Emission Standards. Under the provisions of the Clean Air Act, 42 USC § 7522, Prohibited Acts, passenger cars, light-duty trucks, and four-wheel drive vehicles, both foreign and domestic manufacture, 1968 gasoline fueled models and later, 1975 diesel fueled models and later, 1976 diesel fueled light-duty truck models and later, and motorcycles manufactured after 1 January 1978, must conform with Federal emission control standards in effect at the time of manufacture. Certification for all vehicles, to include motorized bikes and motor scooters, being imported into the CTUS is accomplished on an EPA Form 3520-1 Importation of Motor Vehicles and Motor Vehicle Engines Subject to Federal Air Pollution Regulations, Figure 502-15. Depending upon the state (e.g., California), POVs may have to conform to more stringent state emission standards.

Form Approved OMB 2050-0095 Approval Expires 8/31/03

United States Environmental Protection Agency Declaration Form Importation of Motor Vehicles and Motor Vehicle Engines Subject to Federal Air Pollution Regulations <small>U.S. E.P.A., Certification & Compliance Division (6456-J), 1200 Pennsylvania Ave. N.W., Washington D.C. 20460 http://www.epa.gov/otaq/import Faxback System: (202) 564-9660</small>			
<p>This form must be submitted to the U.S. Customs Service (Customs) (42 USC 7522, 7601; 19 CFR 12.73) for each motor vehicle (including motorcycles, disassembled vehicles, kit cars) and heavy-duty engine (generally, any engine used in a motor vehicle having a gross vehicle weight rating of greater than 3500 lbs.) imported into the U.S., except that this form is not required for motor vehicles and heavy-duty engines that are imported by their original manufacturer and are new and are covered by an EPA certificate of conformity and bear an EPA emission control label. However one form per shipment may be used, with attachments including all information required to fully describe each vehicle or engine as below. Check the box below indicating the provisions under which you are importing this vehicle or engine. Before using this form for an offroad vehicle (code XI), the importer must verify that its engine is not subject to nonroad requirements shown on form 3520-21. Note: Although only code I imports require specific written authorization from EPA, Customs may request EPA review of importer documentation and eligibility for any import using this form. A nonconforming vehicle that is ineligible for the exemptions or exclusions listed below, must be imported through an independent commercial importer (ICI) under codes A, C, J, or Z - EPA does not authorize the vehicle's release to the vehicle owner.</p> <p>Penalties: Any person who knowingly makes any false or fraudulent statement, or omits or conceals a material fact can be fined up to \$250,000 or imprisoned for up to 5 years, or both (18 USC 1001). Any person who improperly imports a motor vehicle (including a motorcycle) or heavy-duty engine may be fined up to \$27,500 per vehicle or engine (42 USC 7524), and may be subject to forfeiture of the entire importation bond, if applicable (40 CFR 85.1513), and the U.S. Customs Service may seize the vehicle or engine (19 CFR 162.21).</p>			
Description and Declaration of Motor Vehicle or Motor Vehicle Engine			
1. Port code:	2. Entry date:	3. Customs entry number:	4. Vehicle Identification Number (VIN), or engine and chassis serial no. for HD engine:
5. Manufacture date (mo/yr):	6. Manufacturer (make):	7. Model:	
8. ICI imports only, codes A, C, J, Z - EPA no., model year and expiration date of applicable certificate:			
Names, Addresses, and Telephone Numbers of Relevant Parties			
<p>Certification: I certify that I have read and understand the purpose of this form, the penalties for falsely declaring information, or for providing misleading information, or for concealing a material fact. The information I have provided is correct, and all required attachments are appended to this form. I authorize EPA Enforcement Officers to conduct inspections or testing permitted by the Clean Air Act. I am the owner, importer, or agent for the owner or importer.</p>			
9. Importer (must be ICI for codes A, C, J, Z):	10. Owner:	11. Storage location:	12. Signature: _____ 13. Date: _____ 14. Name, company and phone (type or print): _____
U.S. conforming and "identical" vehicles			
<input type="checkbox"/> code B - U.S. certified - unmodified vehicle bearing a U.S. EPA emission control label in engine compartment (or on motorcycle frame) in English.			
<input type="checkbox"/> code F - U.S. certified, catalyst restoration - U.S. certified vehicle as described above, except that the catalyst, oxygen sensors or fuel filter neck restrictor were removed or damaged. The importer attests that the catalyst and oxygen sensors and fuel filter neck restrictor, as applicable, will be re-installed or replaced after importation. If leaded gasoline was used, the importer attests that after importation (1) the fuel tank will be drained and refilled with unleaded gasoline, (2) the catalyst and oxygen sensors, if they were left on the vehicle during use of the leaded gasoline, will be replaced, and (3) the fuel filter neck restrictor will be checked and replaced as necessary. No bond or EPA approval is required.			
<input type="checkbox"/> code EE - identical in all material respects to a U.S. certified version - either 1) Canadian vehicle (proof required e.g. Canadian emission control label, registration or title, or letter from the U.S. or Canadian manufacturer representative on letterhead verifying manufacture for sale in Canada) on EPA list of Canadian "identical" models, or 2) vehicle from any country with letter attached to this form from the manufacturer's U.S. representative on letterhead (not a dealer or mechanic) stating that the vehicle is identical to a U.S. EPA certified version with respect to emissions. The importer attests that vehicle is being imported for purposes other than resale or lease. For import of "identical" Canadian vehicles for resale, use code FF .			
<input type="checkbox"/> code FF - Canadian "identical" models imported for resale or lease - Canadian vehicle as described above appearing on EPA list of Canadian "identical" models, imported for resale or lease. The importer attests that the importer will satisfy applicable labeling, warranty and CAFÉ requirements as specified by EPA.			
EPA exempted vehicles			
<input type="checkbox"/> code M - miscellaneous exemption , either 1) Canadian vehicle as described above (proof required) and the importer is either permanently emigrating to the U.S. or will reside in the U.S. for greater than one year under a worker or student visa, or 2) Canadian vehicle received by U.S. resident through inheritance, or 3) EPA hardship letter based on unforeseen and extraordinary circumstances is attached to this form.			
<input type="checkbox"/> code E - vehicle or engine at least 21 years old (calendar year of manufacture subtracted from year of importation) and in original unmodified configuration is either exempted or excluded from EPA emission requirements, depending on age. Customs may require proof of vehicle age.			

EPA Form 3520-1 (Rev. 11-01) Previous editions are obsolete Pg 1 of 2

Figure 502-15. EPA Form 3520-1 Importation of Motor Vehicles and Motor Vehicle Engines Subject to Federal Air Pollution Regulations

	<p align="center">United States Environmental Protection Agency Washington, DC 20460</p>
<p align="center">Excluded vehicles</p> <p><input type="checkbox"/> code L - racing vehicle as determined by EPA and may not be registered or licensed for use on or operated on public roads or highways (40 CFR 85.1511(a)). EPA letter of approval must be attached to this form.</p> <p><input type="checkbox"/> code U - motorcycle, scooter or moped with engine displacement less than 50cc and with rated speed greater than 5000 rpm.</p> <p><input type="checkbox"/> code W - non-chassis-mounted engine to be used in a light-duty vehicle or light-duty truck or motorcycle.</p> <p><input type="checkbox"/> code X - offroad vehicle not subject to nonroad requirements shown on EPA forms 3520-21, including motorcycles, multi-purpose vehicles, or heavy-duty engines for use in, or installed in an offroad vehicle, imported in accordance with 40 CFR 85.1703. Importer must attach proof that vehicle lacks safety or other features required for safe and practical street operation, including evidence of inordinate size or weight preventing highway use. The vehicle may not be registered for, or licensed for, or capable of use on, or operated on the public roads or highways. Multi-purpose vehicles capable of being operated on the public roads or highways may not be imported using this code, regardless of intended use.</p> <p><input type="checkbox"/> code Y - unregulated fuel - a vehicle or heavy-duty engine that: (1) for model years earlier than 1991 operates on fuel other than gasoline or diesel fuel, or (2) for 1991-1990 model years operates on fuel other than gasoline or diesel or methanol fuel, or (3) for 1987 and later model years operates on fuel other than gasoline or diesel or methanol or compressed natural gas (CNG) or liquid petroleum gas (LPG), including propane.</p>	
<p align="center">Temporary imports</p> <p><input type="checkbox"/> code G - imported for repair or alteration in accordance with 40 CFR 85.1511(b)(1). May not be registered or licensed for use on, or operated on public roads or highways, or sold or leased in the U.S. Customs bond required. EPA requests that the vehicle be bonded for at least its full value.</p> <p><input type="checkbox"/> code I - imported for testing purposes in accordance with 40 CFR 85.1511(b)(2). May not be registered or licensed for use on or operated on public roads or highways (except operation that is integral to the purpose of the testing program) or sold or leased in the U.S. Customs bond required. EPA requests that the vehicle be bonded for at least its full value.</p> <p><input type="checkbox"/> code K - imported for display (solely for public or business purposes, and not for private purposes or U.S. market sales promotions) in accordance with 40 CFR 85.1511(b)(4). May not be registered or licensed for use on or operated on public roads or highways (except operation that is integral to the purpose of the display) or sold or leased in the U.S. Customs bond required. EPA requests that the vehicle be bonded for at least its full value.</p> <p><input type="checkbox"/> code N - imported for a period up to one year by member of the armed forces or personnel of a foreign government on assignment to the U.S., for whom free entry has been authorized in writing by the U.S. Department of State, or a member of the armed forces of a foreign country with official orders for duty in the U.S.</p> <p><input type="checkbox"/> code Q - imported by nonresident for personal use by an individual for a period up to a year.</p>	
<p align="center">Independent commercial importer (ICI) imports</p> <p><input type="checkbox"/> code A - imported by an ICI for modifications in accordance with a valid EPA certificate of conformity issued for the specific make, model, and model year in accordance with 40 CFR 85.1505.</p> <p><input type="checkbox"/> code C - imported by an ICI for modification and testing in accordance with 40 CFR 85.1509. Vehicle or heavy-duty engine must be at least 6 years old.</p> <p><input type="checkbox"/> code J - imported by an ICI for the purpose of pre-certification testing in order to obtain an EPA certificate of conformity. No EPA approval is required. The ICI has 180 days to obtain a certificate or export (40 CFR 85.1511(b)(3)). Customs bond required.</p> <p><input type="checkbox"/> code Z - imported by an ICI for the purpose of modifying to be identical to an original equipment manufacturer (OEM) certified version in accordance with written instructions from the OEM that are specific to the vehicle or heavy-duty engine being imported.</p>	
<p align="center">OEM imports</p> <p><input type="checkbox"/> code H - imported, owned, and controlled directly by an original equipment manufacturer (OEM) on EPA list of OEM certificate holders provided to Customs, for research, development or testing purposes in accordance with 40 CFR 85.1705. This is a temporary exemption without time limit. If the vehicle is subsequently covered by an applicable EPA certificate of conformity, it is released from the restrictions of this exemption.</p> <p><input type="checkbox"/> code Q - imported, owned, and controlled directly by an original equipment manufacturer (OEM) on EPA list of OEM certificate holders provided to Customs, for storage pending receipt of the applicable EPA certificate of conformity, which is pending and imminent. Use of this code is no longer permitted once EPA has issued the applicable certificate of conformity.</p>	
<p align="center">Paperwork Reduction Act Notice</p> <p>This information is collected to ensure that motor vehicles and engines imported into the U.S. conform with applicable emission requirements. Responses to this collection are mandatory (40 CFR 85.1501 et seq., and Clean Air Act Sections 203 and 208). Information submitted to the Agency under a claim of confidentiality will be safeguarded according to policies set forth in Title 40, Chapter 1, Part 2, Subpart B. The public reporting and recordkeeping burden for this collection of information is estimated to average 30 minutes per response. Burden means the total time, effort, or financial resources expended by persons to generate, maintain, retain, or disclose or provide information to or for a Federal agency. This includes the time needed to review instructions; develop, acquire, install, and utilize technology and systems for the purposes of collecting, validating, and verifying information, processing and maintaining information, and disclosing and providing information; adjust the existing ways to comply with any previously applicable instructions and requirements; train personnel to be able to respond to a collection of information; search data sources; complete and review the collection of information; and transmit or otherwise disclose the information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. Send comments on the Agency's need for this information, the accuracy of the provided burden estimates, and any suggested methods for minimizing respondent burden, including through the use of automated collection techniques to the Director, Collection Strategies Division, U.S. Environmental Protection Agency (2822), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.</p>	

EPA Form 3520-1 (Rev. 11-01) Previous editions are obsolete

Pg 2 of 2

Figure 502-15. EPA Form 3520-1 Importation of Motor Vehicles and Motor Vehicle Engines Subject to Federal Air Pollution Regulations (Cont'd)

- a. US Specification POV. A US Specification POV will bear an EPA emission control label in the English language. The label will generally be found attached to the vehicle engine, radiator fan shroud, or the underside of the hood. The label must show the engine family identification assigned by EPA to the original manufacturer during certification, and an unconditional statement of compliance with the appropriate model year EPA emission regulations.
- b. US Specification POV with Removed or Damaged Catalytic Converter or Oxygen Sensor. A US Specification POV with a removed or damaged catalytic converter or oxygen sensor at the time of entry into the CTUS must be brought into conformity with EPA requirements by

the member/employee (POV owner). This is accomplished by reinstallation or replacement of the catalytic converter and oxygen sensor, as required or replacement of the fuel neck if the fuel neck restriction is missing or has been rendered inoperative. No bond is required for a US Specification POV imported for this purpose.

c. Non-US Specification Vehicles.

- (1) Vehicles not built to US emission requirements must be imported through an independent commercial importer (ICI) that holds a valid certificate of conformity from EPA. The ICI bears responsibility for ensuring that the vehicle is properly modified to conform to US emission requirements. The EPA will not accept ICI work performed outside the US. Vehicles demonstrated to be at least 21 years of age are exempted from the EPA emission requirements and are not required to be imported through an ICI.
 - (2) The makes or models that an ICI can import are limited. EPA cautions that an ICI's capability of bringing a vehicle into conformity with US emission requirements does not guarantee that in individual cases the ICI will agree to accept the vehicle or that the work will be performed properly or timely.
 - (3) Vehicles previously modified to meet US emission requirements are considered to be US specification vehicles by EPA if the vehicle is labeled by an EPA-authorized ICI as meeting all applicable US emission requirements at the time of modification, or the member has a letter from EPA stating that the vehicle was modified to meet applicable EPA requirements.
 - (4) Additional information on the specific model vehicle that ICIs can import may be obtained from the US Environmental Protection Agency, Certification and Compliance Division (6405-J), Attn: Imports, 1200 Pennsylvania Avenue, NW, Washington, D.C. 20460 (telephone 202 564-9660).
4. Motorcycles, Motor Scooters, and Mopeds. The inclusion of motorcycles, motor scooters, or mopeds in a HHG shipment does not change, reduce, or eliminate any federal emission control or safety requirement in effect for that model year vehicle. Motorcycles, motor scooters, or mopeds in HHG shipments will be treated in the same manner as any other vehicle. Appropriate DOT and EPA documentation must be completed and included as part of the shipping documentation just as if the motorcycle, motor scooter, or moped was to be shipped as a separate POV. Motorcycles, motor scooters, or mopeds with less than 50cc engine capacity are generally exempt from DOT/EPA requirements.

K. FORMS

1. Compliance with provisions of this regulation will require use of other federal agency forms and publications. Specific forms and publications are described in applicable chapters in this regulation.
2. Forms required by this regulation and pamphlets pertinent to implementation of its technical aspects may be obtained through normal publications supply channels IAW appropriate Service regulations.
3. As required, Service publication and distribution centers will coordinate supply and stock of other federal agency forms and publications with the following:
 - a. US Customs Service. US Customs Service, National Distribution Center, Post Office Box 68912, Indianapolis, Indiana 46268-5000.

- b. US Department of Agriculture. Animal and Plant Health Inspection Service (APHIS), Information Division Room 1143, South Building, US Department of Agriculture, Washington, D. C. 20250-5000.
- c. Environmental Protection Agency. Public Information Center (PM-215), Environmental Protection Agency, Washington, D. C. 20460-5000.
- d. Bureau of Alcohol, Tobacco, and Firearms. Bureau of Alcohol, Tobacco, and Firearms Distribution Center, 3800 South Four Mile Run Drive, Arlington, VA 22206-5000.
- e. US Fish and Wildlife Service. Department of the Interior, US Fish and Wildlife Service, Washington, D. C. 20240-5000.
- f. Department of Transportation. National Highway Traffic Safety Administration, Office of Vehicle Safety Compliance NEF-32, 400 Seventh Street, S. W., Room 6115, Washington, D. C. 20590.

CHAPTER 503

IMPORTATION OF PRIVATELY OWNED FIREARMS (POF) AND AMMUNITION AND IMPLEMENTS OF WAR

A. SCOPE

1. This chapter prescribes procedures, assigns responsibilities, and outlines eligibility requirements for the importation into the US of POF and ammunition by DOD personnel. It also specifies controls to ensure compliance with regulations and documentation requirements of the BATF and the USCS.
2. Procedures for the interstate movement of POF and ammunition, and procedures for the importation of other than POF and ammunition are contained in Service regulations. Procedures for the export of POF from the US are contained in Service regulations and the International Traffic in Arms Regulations (ITAR) administered by the Office of Defense Trade Controls, and 22 CFR 123.22, Filing of Export Licenses and Shipper's Export Declarations with District Directors of Customs.
3. This chapter does not apply to the control, registration, or shipment of war trophy firearms that are governed by Army Regulation (AR) 608-4/Navy Operational Instruction 3460-7A/Air Force Joint Instruction 31-217/Marine Corps Order (MCO) 5800.6-A, Control and Registration of War Trophies And War Trophy Firearms. Documentation requirements for these firearms are included therein for reference purposes only. It should be noted, however, that the shipment of personal war souvenirs or trophies is strictly forbidden without an official authorization by the President of the US and designation by the Secretary of Defense. Currently such firearms must have been registered with a DD Form 603, Registration of War Trophy Firearm, Figure 503-1, issued prior to 13 March 1973. Importation of unit war trophies or historically significant trophies or equipment is prohibited without approval of the Secretary of Defense and appropriate Service Secretary. Importation must be accomplished under applicable Service regulations.

REGISTRATION OF WAR TROPHY FIREARM			
The original of this registration form will be retained by the person authorized possession. This registration is not transferable.			
1. TH-ENTER			
2. NAME OF OWNER (Last name, first name, middle initial)		3. SERVICE NO./SSAN	4. GRADE
5. ORGANIZATION			
6. PERMANENT HOME ADDRESS (Street, City, State and ZIP Code)			
7. DESCRIPTION OF FIREARM			
8. MAKE	9. TYPE (Rifle, Pistol, Shotgun, etc.)	10. MODEL	
11. SERIAL NUMBER	12. CALIBER	13. COUNTRY OF MANUFACTURE	
14. DATE	15. TYPED NAME, GRADE, AND ORGANIZATION OF EXECUTING OFFICER		
16. STATION	17. SIGNATURE OF EXECUTING OFFICER		

DD FORM 603, OCT 51 (EG) USAPPC V1.00

Figure 503-1. DD Form 603, Registration of War Trophy Firearm

4. The Joint Travel Regulations/Joint Federal Travel Regulations (JTR/JFTR) prohibit shipment of privately owned live ammunition as part of a member's/employee's HHG or UB. For shipping purposes under the JFTR, live ammunition is considered ammunition that contains explosive components; i.e., unexpended primer or propellant powder. It does not include expended or unprimed cartridge casings, empty or spent shotgun shells, shotgun shot or pellets or souvenirs used for decorative purposes. For purposes of the CBCP, the definition of ammunition in the

Definitions Section of the regulation is applicable. Any reference to ammunition in this chapter is applicable only to ammunition that may be carried as accompanied (checked) baggage IAW carriers' regulations or that is being returned to the CTUS as other than HHG or UB.

5. Importation of foreign and domestic semiautomatic assault-type weapons is prohibited.

B. IMPORT REQUIREMENTS

1. Military personnel.

- a. Members of the US Armed Forces may import into the US any reasonable number of personally owned firearms and amount of ammunition, subject to the following:
 - (1) Member must be on active duty outside the US or have been on active duty outside the US within the 60-day period immediately preceding importation. (Customs duty must be paid on any monetary amount above the normal customs exemption.)
 - (2) The firearms and ammunition must be suitable for sporting purposes, or properly registered war trophy firearms, as set forth herein. Prohibited firearms may not be imported. Surplus military firearms may not be imported unless the member can demonstrate previous ownership in the US of the firearms to US border clearance officials.
 - (3) The firearms and ammunition must be intended solely for the personal use of the member and not be intended for resale or for a gift to others.
 - (4) Import must be to the place of residence of the member or to the member's permanent duty station.
 - (5) Import must be IAW all applicable federal laws and state, territorial, or local laws. Members should consult BATF Publication 5300.5, State Laws and Published Ordinances, Firearms for detailed information regarding state laws.
- b. Import Permit Requirements. Application to import firearms and ammunition must be made on ATF Form 6 Part II (Figure 502-11). The completed application should be sent to the Director, Bureau of Alcohol, Tobacco, and Firearms, ATTN: Firearms and Explosives Imports Branch, 650 Massachusetts Avenue N.W., Washington, D. C. 20226. BATF approved permits are required for the importation of all personally owned firearms and ammunition, regardless of date of purchase, except as noted below.
 - (1) Permits Not Required. Permits are not required for:
 - (a) Firearms and ammunition previously taken out of the US by the same member with proof of export.
 - (b) Antique firearms and replicas of antiques of such firearms if they are designed to use antique ignition systems (e.g., matchlock, flintlock or percussion cap) or use rimfire or conventional centerfire ammunition that is not available in commercial channels.
 - (c) Firearms classified as war trophies when accompanied by a properly executed DD Form 603 indicating the firearm was properly acquired and registered during a period designated by the DOD provided such war trophies were previously owned in the US.
 - (2) Other items or categories exempt from importation procedures as set forth in 27 CFR 178.114, Importation by Members of the U.S. Armed Forces.

2. DOD Civilian Personnel.

- a. Firearms and Ammunition Acquired Overseas. DOD employees who are employed overseas and reside there while so employed are not considered as being residents of a State in the US during that period and, therefore, they may import into the US any firearms or ammunition acquired overseas during their employment that may lawfully be imported subject to the following conditions:
 - (1) The firearms and ammunition must be suitable for sporting purposes, or properly registered war trophy firearms, as set forth herein. Prohibited firearms may not be imported. Surplus military firearms may not be imported unless the member can demonstrate previous ownership in the US of the firearms to US border clearance officials.
 - (2) The firearms and ammunition must be intended solely for the personal use of the member and not be intended for resale or for a gift to others.
- b. Import Permit Requirements: Application to import firearms and ammunition must be made on ATF Form 6 Part I (Figure 502-12). On the application or an attached sheet, a statement should be included that the applicant is a US citizen returning from employment outside of the US and has resided there during such employment, and that the firearms and ammunition are being imported for personal use and not for resale. The completed application should be sent to the Director, Bureau of Alcohol, Tobacco, and Firearms, ATTN: Firearms and Explosives Imports Branch, 650 Massachusetts Avenue N.W., Washington, D. C. 20226. BATF approved permits are required for the importation of all personally owned firearms and ammunition, regardless of date of purchase, except as noted below.
- c. Permits are not required for:
 - (1) Firearms and ammunition previously taken out of the US by the employee returning them. Proof of export is required.
 - (2) Antique firearms and replicas of antiques of such firearms if they are designed to use antique ignition systems (e.g., matchlock, flintlock or percussion cap) or use rimfire or conventional centerfire ammunition that is not available in commercial channels.
 - (3) Firearms classified as war trophies when accompanied by a properly executed DD Form 603 indicating the firearm was properly acquired and registered during a period designated by DOD.
- 3. Other Imports. In addition to the imports of privately owned firearms and ammunition covered in the paragraphs above, the following imports are allowed:
 - a. A firearm issued to a general or flag officer under the provisions of military regulations. (No import permit required.)
 - b. Firearms and ammunition imported for, sold or shipped to, or issued for the use of the US or any department or agency thereof, or any State or any department, agency, or political subdivision thereof. (An import permit is required unless the firearms or ammunition is being directly imported by a federal agency.)
 - c. Firearms or ammunition, with proper documentation, being brought into the US for scientific or research purposes, or for use in connection with competition or training for competitive firing (import permit required).
 - d. Firearms, other than machine guns, as determined by BATF to be unserviceable and not restorable to firing condition, being entered into the US as curios, museum pieces, or historical artifacts (import permit required).

4. Temporary Import. Any individual (military or civilian) on duty overseas may send a normally permitted firearm to a licensed dealer in the US for repair and subsequent return to the individual at his or her oversea location. The firearm will normally be mailed, with the words "REPAIR AND RETURN" clearly marked on the outside of the package. (No import permit required.)

C. IMPORT PROCEDURES

1. Import with a BATF-approved Permit.
 - a. Military personnel will submit an application for an import permit, if required, on ATF Form 6 Part II. DOD civilian personnel will use ATF Form 6 Part 1.
 - b. Applications to BATF for permits to import handguns into the US or to a State, territory, or locality that requires specific authorization to own or possess a handgun, must be accompanied by such authorization. The BATF will approve the importation of firearms with an advisory restriction regarding State requirements. For information on laws pertaining to a particular State, territory, or locality, members/employees should consult a military customs activity within their command or a TO, both of whom should have ATF Publication 5300.5.
 - c. Members/employees should retain one copy of the completed form and send the original and two copies to the BATF.
 - d. The BATF will determine if the firearms and ammunition are authorized for importation IAW standards established by that office.
 - e. The BATF will indicate approval action on the ATF Form 6 Part I or II and will return the form to the member/employee or their designated agent.

- f. When the BATF has approved the import, a blank ATF Form 6A, Release and Receipt of Imported Firearms, Ammunition and Implements of War, Figure 503-2, will be returned with the ATF Form 6 Part I or II. The ATF Form 6A must be completed and provided to the USCS in the US for firearms being imported with an import permit.

DEPARTMENT OF THE TREASURY BUREAU OF ALCOHOL, TOBACCO AND FIREARMS RELEASE AND RECEIPT OF IMPORTED FIREARMS, AMMUNITION AND IMPLEMENTS OF WAR (See Instructions on Back)		
SECTION I - IMPORTATION INFORMATION (Use a separate ATF Form 6A (3036.3C) to describe articles imported under each permit. Also, use a separate form for each shipment under the same permit.)		
1. NAME AND ADDRESS OF IMPORTER		2. NAME AND ADDRESS OF FOREIGN SELLER
4. FEDERAL LICENSE NO. (If any)		5. COUNTRY WHERE MANUFACTURED
6. IMPORT PERMIT NO. (When Importation Authorized by Permit)		7. TELEPHONE NO.
8. GROSS VALUE OF SHIPMENT (in U.S. dollars)		
3. NAME AND ADDRESS OF FOREIGN SHIPPER		
9. SHIPMENT OF FIREARMS, AMMUNITION AND/OR IMPLEMENTS OF WAR		
NUMBER AND KINDS OF PACKAGES a	DESCRIPTION (Name of manufacturer; type of firearm, model, caliber, serial number, etc.; caliber, size or gauge and type of ammunition, e.g., .44, .38, .357, etc.) b	QUANTITY EACH TYPE c
SECTION II - CERTIFICATION OF RELEASE FROM U.S. CUSTOMS SERVICE		
10. PORT OF ENTRY	11. CUSTOMS ENTRY OR ID NO.	12. TYPE OF ENTRY <input type="checkbox"/> CONSUMPTION <input type="checkbox"/> WAREHOUSE <input type="checkbox"/> INFORMAL
13. DATE RELEASED		
14. I certify that the above articles were authorized for importation by the Director, Bureau of Alcohol, Tobacco and Firearms, and were released from the custody of the U.S. Customs Service or were authorized to be removed from a Customs bonded warehouse or foreign trade zone.		
IMPORT PERMIT NUMBER:		
15. SIGNATURE OF CUSTOMS OFFICIAL	16. TITLE	17. DATE
SECTION III - VERIFICATION OF IMPORTATION (Completed by licensed importers only)		
18. I HAVE EXAMINED THE ABOVE SHIPMENT AND FOUND IT TO:		
<input type="checkbox"/> CONTAIN THE FIREARMS, AMMUNITION AND/OR IMPLEMENTS OF WAR IN THE EXACT QUANTITY AND AS DESCRIBED IN ITEM 9 ABOVE, OR		
<input type="checkbox"/> CONTAIN THE FOLLOWING DISCREPANCIES:		
I declare under the penalties provided by law, that this verification of importation is true, correct and complete to the best of my knowledge and belief and that each firearm is marked and can be identified as required by 27 CFR Part 178.		
19. SIGNATURE OF IMPORTER	20. TITLE OR STATUS (individual, member of firm, if officer of corporation, give title)	21. DATE
ATF FORM 6A (3036.3C) (7-91) PREVIOUS EDITIONS ARE OBSOLETE		

Figure 503-2. ATF Form 6A, Release and Receipt of Imported Firearms, Ammunition and Implements of War

2. Shipment of Firearms in HHG or UB.
 - a. Should the member/employee ship or mail firearms previously taken out of the US back into the US in HHG or UB, the certification in item 2 of DD Form 1252-1 will be completed. A copy of the Certification, if available, should accompany the DD Form 1252-1. A DD Form 1252-1, signed by the commanding officer of the service member or a previously executed CF 4455, Certificate of Registration, Figure 503-3, or CF 4457, Certificate of Registration for Personal Effects Taken Abroad, Figure 503-4, may be used as proof of prior transportation out of the US.

- | 
DEPARTMENT OF THE TREASURY
UNITED STATES CUSTOMS SERVICE | Form Approved OMB No. 1515-0048 | |
|---|--|-------------------------------|
| | CERTIFICATE OF REGISTRATION | |
| 45 CFR 101.14 - 101.14.05;
19 U.S.C. 1483, 1483.01, 1483.02 | (NOTE: Number of copies to be submitted varies with type of transaction.
Copies at Post Director's office are in number of copies required.) | |
| NA (Country) | SI, or INSURED NO. | DATE |
| NAME, ADDRESS, AND ZIP CODE TO WHICH CERTIFIED FORM IS TO BE MAILED (if Applicable) | ARTICLES EXPORTED FOR: | |
| | <input type="checkbox"/> ALTERATION/REPAIR
<input type="checkbox"/> REPAIR
<input type="checkbox"/> USE-ABROAD
<input type="checkbox"/> REPLACEMENT | |
| | <input type="checkbox"/> PROCESSING
<input type="checkbox"/> OTHER _____
* NOTE: The cost or value of alterations, repairs, or processing abroad is subject to customs duty. | |
| LIST ARTICLES EXPORTED | | |
| Number Packages | Kind of Packages | Description |
| | | |
| SIGNATURE OF OWNER OR AGENT (Print or Type and Sign) | | DATE |
| The Above Described Articles Were | | |
| EXAMINED | LADEN under my supervision | |
| DATE | PORT | PORT |
| SIGNATURE OF CUSTOMS OFFICER | | SIGNATURE OF CUSTOMS OFFICIAL |
| CERTIFICATE ON RETURN | | |
| Duty-free entry is claimed for the described articles as having been exported without benefit of drawback and are returned unchanged except as noted (see reverse if needed) | | |
| SIGNATURE OF IMPORTER (Print or Type and Sign) | | DATE |
| (NOTE: Certifying officers shall draw three straight or crossed spaces with ink or indelible pencil. | | |
| FINGERPRINT REQUIRED NOT INDICES. The Fingerprint Regulation 161 of 1980 does not tell you why we are collecting the information. Now we will ask it, and whether you have to give it has to do with the comprehensive duty on the Customs Service part of the United States. This need the information to ensure that importers/exporters are complying with their duties in carrying duty free and exportable articles which are then returned into the United States. Your response is necessary and is your benefit.) | | |
| Customs Form 2470 (08/87) 5010 | | |

CERTIFICATE OF REGISTRATION FOR PERSONAL EFFECTS TAKEN ABROAD <small>FD-503 (Rev. 7-73)</small>		Number <input type="text"/>
Name of Owner <input type="text"/>	Address of Owner <input type="text"/>	
Your Name <input type="text"/>	Your Address <input type="text"/>	
Description of Effects Nikonolympstiflex Brand Camera Model 178g Serial No. 000452AK5 Opaque-O-Rama Brand Lens Serial No. 1gCPR148 		
I certify that the information shown herein is true and correct to the best of my knowledge and belief. Yes <input type="checkbox"/> No <input type="checkbox"/>		Signature of Owner <i>for signature</i> Signature of Customs Officer <input type="text"/>
Certifying Officer shall show this through all relevant spaces with file.		
Department of the Treasury United States Customs Service		Customs Form 4457 (SAMPLE ONLY)

V-503-6

3. Proof of Prior Ownership in the US.
 - a. CF 4455 should be executed by the member/employee when shipping firearms or ammunition from the US to an overseas area. When the member/employee is carrying firearms or ammunition from the US, CF-4457 should be executed. These forms must be completed prior to departure from the US at any USCS office. The forms will establish that the firearms or ammunition were previously taken out of the US by the member/employee upon the member's/employee's subsequent return.
 - b. In lieu of certification on CF 4455 or CF 4457, proof of possession in the US may be established by a bill of sale, a receipt or other such document, a HHG inventory or packing list, or an application to ship personal property so long as the article is adequately described therein.
4. Sporting Firearms and Ammunition Acquired Overseas. Importation of sporting firearms and ammunition acquired overseas by a member/employee directly from a US firearms dealer, or purchased from a Rod and Gun Club will require a BATF-approved import permit.
5. Importation of a firearm issued to a general or a flag officer is accomplished through the presentation of proper personal identification.
6. Antique firearms may be imported without any documentation or special procedures. Antique firearms are defined as any firearm (including any firearm with a matchlock, flintlock, percussion cap, or similar type of ignition system) manufactured in 1898 or earlier and replicas of antiques of such firearms if they are designed to use antique ignition systems (e.g., matchlock, flintlock or percussion cap) or use rimfire or conventional centerfire ammunition that is not available in commercial channels.
7. War Trophy Firearms. War trophy firearms can be imported without a permit. Such firearms must have been registered with a DD Form 603 issued prior to 13 March 1973 or a new DD Form 603 issued subsequent to a new Presidential Authorization and DOD designation. Importation of war trophy firearm is otherwise prohibited.
8. Unit War Trophies/Historically Significant Trophies. Importation of unit war trophies or historically significant trophies or equipment is prohibited without approval of the Secretary of Defense and appropriate Service Secretary. Importation must be accomplished under applicable Service regulations.
9. Importation of foreign and domestic semiautomatic assault weapons is prohibited.
10. Importation of machineguns, short barrel shotguns, short barrel rifles, silencers, destructive devices, and certain other concealable firearms is prohibited.

D. SHIPPING AND PACKAGING REQUIREMENTS

1. To be authorized movement at government expense, all firearms shipped, carried, or mailed into the US must be free of explosive charges and must be accompanied with the appropriate documentation as prescribed above. This documentation must be in evidence when the firearms are turned over to a TO, carrier, or postal official for movement. A written notice is required to be furnished to any common or contract carrier before delivering any package containing a firearm for shipment in interstate or foreign commerce. The carrier will be informed that the documentation constitutes written notification that firearms are contained therein.

2. Personal Property (UB or HHG). Firearms being imported by a member/employee may be included in UB or HHG provided such shipment is authorized under appropriate Service shipping regulations.
 - a. The member/employee will indicate the presence of firearms on the inventory of personal property, and in Item 16 of the DD Form 1299, Application for Shipment and/or Storage of Personal Property, Figure 503-5, and on the DD Form 1252-1 (Figure 502-10), all of which will be made part of the documentation accompanying the shipment.
 - b. Firearms authorized shipment in UB or HHG must be packed separately from other personal property in the shipment and placed in the number 1 container such that they are readily accessible for examination by USCS and other border clearance officials when required.

APPLICATION FOR SHIPMENT AND/OR STORAGE OF PERSONAL PROPERTY <i>(Read Privacy Act Statement on back before completing form.)</i>				1. DATE PREPARED /YYYYMMDD/	2. SHIPMENT NUMBER
3. NAME OF PREPARING OFFICE				4. TO (Responsible Origin Personal Property Shipping Office)	
				a. NAME	
5. NAME OF DESTINATION PERSONAL PROPERTY SHIPPING OFFICE				b. ADDRESS (Street, Suite Number, City, State, ZIP Code)	
6. MEMBER OR EMPLOYEE INFORMATION					
a. NAME (Last, First, Middle Initial)		b. RANK/GRADE	c. SSN	d. AGENCY	
7. REQUEST ACTION BE TAKEN TO TRANSPORT OR STORE THE FOLLOWING:					
a. HOUSEHOLD GOODS/UNACCOMPANIED BAGGAGE/ITEMS NO. OF CONTAINERS (Enter quantity estimate)					
(1) POUNDS	(2) POUNDS OF PROFESSIONAL BOOKS, PAPERS, AND EQUIPMENT (PPE) (Enter "NONE" if not applicable)	(3) EXPENSIVE AND VALUABLE ITEMS (Number of contents)			
b. MOBILE HOME INFORMATION (Enter dimensions in feet and inches)					
(1) SERIAL NUMBER	(2) LENGTH	(3) WIDTH	(4) HEIGHT	(5) TYPE EXPANSO (Describe)	
c. MOBILE HOME SERVICES REQUESTED (if applicable)					
CONTENTS PACKED <input type="checkbox"/> MOBILE HOME BLOCKED <input type="checkbox"/> MOBILE HOME UNBLOCKED <input type="checkbox"/> STORED AT ORIGIN <input type="checkbox"/> STORED AT DESTINATION <input type="checkbox"/>					
8. THIS SHIPMENT/STORAGE IS REQUIRED INCIDENT TO THE FOLLOWING CHANGE OF STATION ORDERS:					
a. TYPE ORDERS (if one)		b. ISSUED BY		c. NEW DUTY ASSIGNMENT	
PERMANENT <input type="checkbox"/> TEMPORARY <input type="checkbox"/>					
d. DATE OF ORDERS /YYYYMMDD/		e. ORDERS NUMBER		f. PARAGRAPH NO.	
g. IN TRANSIT TELEPHONE NO. (Include Area Code)					
h. IN TRANSIT ADDRESS (Street, Apartment Number, City, State, ZIP Code)					
9. PICKUP (ORIGIN) INFORMATION				10. DESTINATION INFORMATION	
a. ADDRESS (Street, Apartment Number, City, County, State, ZIP Code) (If a mobile home park, include mobile home court name)				a. ADDRESS (Street, Apartment Number, City, County, State, ZIP Code) (If a mobile home park, include mobile home court name)	
b. TELEPHONE NUMBER (Include Area Code)				b. AGENT DESIGNATED TO RECEIVE PROPERTY	
11. EXTRA PICKUP/DELIVERY ADDRESS (if applicable)				12. SCHEDULED DATE FOR /YYYYMMDD/	
				a. PICKUP	b. DELIVERY
13. REMARKS					
14. I CERTIFY THAT NO OTHER SHIPMENTS AND/OR NONTEMPORARY STORAGE HAVE BEEN MADE UNDER THESE ORDERS EXCEPT AS INDICATED BELOW (If none, indicate "NONE.")					
a. FROM		b. TO		c. NET POUNDS (Actual or estimated)	d. POUNDS OF PAPER (Actual or estimated)
15. CERTIFICATION OF SHIPMENT RESPONSIBILITIES/STORAGE CONDITIONS					
I certify that I have read and understand my shipping responsibilities and storage conditions printed on the back side of this form.					
a. SIGNATURE OF MEMBER/EMPLOYEE		b. DATE SIGNED		c. ADDRESS OF CONTRACTOR (Street, Suite No., City, State, ZIP Code)	
d. NAME OF CONTRACTOR (Origin DPM or non-temporary storage)					
16. CERTIFICATE IN LIEU OF SIGNATURE ON THIS FORM IS REQUIRED WHEN REGULATIONS SO AUTHORIZE. Property is baggage, household goods, mobile home, and/or professional books, papers and equipment authorized to be shipped at government expense.					
a. REASON FOR NONAVAILABILITY OF SIGNATURE				b. CERTIFIED BY (Signature)	
				c. TITLE	

DD FORM 1299, SEP 1998 (EG) PREVIOUS EDITION IS OBSOLETE. W50008, Otr 98

Figure 503-5. DD Form 1299, Application for Shipment and/or Storage of Personal Property Mail

3. Accompanied Baggage. Unloaded firearms and ammunition may be carried as part of accompanied baggage; the articles must, however, be placed in a locked container and moved as checked baggage, not accessible to any passenger during transport. The traveler must check with his or her TO and the selected airline for additional information on the specific airlines' policy for hand carrying of unloaded firearms and ammunition.
4. Concealable firearms, such as handguns, are non-mailable except as indicated in paragraph 124 of the Postal Service Manual. DOD Policy specifically prohibits Rod and Gun Clubs from mailing concealable weapons through the Military Postal System. Restrictions on non-concealable firearms are contained in Paragraph 126 of the Postal Service Manual.
5. Where local military regulations or host country considerations do not prohibit the transmittal of firearms by mail, the use of the military postal system is authorized for the following:
 - a. Transportation of any firearms imported for, sold to, shipped to, or issued for the use of any department or agency of the USG when mailed in the military postal system.
 - b. Sporting or antique firearms which qualify under provisions of Paragraph 124, Postal Service Manual and which are addressed to a member of the US Armed Forces or any dealer, such as a military exchange, entitled by law to engage in business as a firearms dealer and authorized to use the military postal system.
 - c. Personnel authorized to use military postal facilities will consult military postal representatives to determine if firearms are mailable prior to presenting the firearms for mailing. Firearms mailed without the documentation will be detained by USCS at the port of entry pending compliance with documentation requirements. Support documentation is the responsibility of the owner.
 - d. Ammunition. Ammunition, as defined herein, will not be mailed.

E. DOCUMENTATION

1. Except for antique firearms, a completed ATF Form 6 and other documents, as required under the provisions of this regulation, will be attached to the original DD Form 1252-1. The original DD Form 1252-1, and supporting documents, will be attached to the DD Form 1252 (Figure 502-9) itself or the manifest that accompanies the shipment if the firearms are being shipped with other personal property.
2. Firearms for which import permits are required may be mailed or personally carried to the US prior to receipt of a permit. Such firearms will be held by USCS at the US port of entry pending presentation of an import permit. This action should only be done in those instances where an application for a permit has been submitted to the BATF but the member has not received the approved permit prior to departure from the overseas area. If such firearms are included in a personal property shipment, the TO preparing the documentation will redline the DD Form 1252 and annotate the reason so as to alert USCS at the port of entry.

F. RESPONSIBILITIES

1. TOs. TOs are responsible for:
 - a. Counseling members/employees on their responsibilities for documentation and shipment requirements for privately owned firearms and ammunition. Ensure documentation/bills of lading are annotated with the statement: "Shipment Contains Firearms".
 - b. Ensuring that members/employees are furnished the criteria for evaluating handguns and that they are advised to check with Rod and Gun Clubs, post or base exchanges, or ship's stores to

- ensure that firearms purchased through such facilities meet importation requirements. Any questions concerning the importation of a specific firearm should be referred to the BATF.
- c. Ensuring members/employees are provided information relative to State laws and locally published ordinances.
 - d. Complying with the shipping and packing requirements outlined in this regulation.
2. CBCAs. CBCAs are responsible for:
- a. Ensuring that firearms shipments are supported with BATF-approved import permits, necessary proof, declarations, or certificate, as appropriate, IAW the provisions of this regulation.
 - b. Ensuring that all firearms are free of explosive charges.
 - c. Executing Section D, Customs Inspector's Certificate, on DD Form 1252-1 upon completion of a and b above.
 - d. Indicating, by drawing a red diagonal line on the DD Form 1252 and the first page of the DD Form 1252-1, those shipments containing firearms that require the attention of USCS at the US port of entry. These forms must be redlined when the following conditions exist:
 - (1) Member/employee fails to produce ATF Form 6 for firearms requiring the form.
 - (2) Insufficient documentation exists to support a member's/employee's claim that the firearms are importable without an ATF Form 6.
 - (3) Member is in possession of a war trophy firearm without a DD Form 603 issued prior to 13 March 1973 or a DD Form 603 issued subsequent to a new Presidential Authorization and DOD designation. Importation of war trophy firearm is otherwise prohibited.
 - (4) Member cannot produce CF 4457 or CF 4455, an invoice or sales receipt from a licensed US gun dealer, a HHG inventory, or any other written evidence that the member owned and possessed the weapon(s) in the US. Firearms or ammunition arriving in the CTUS and not accompanied by the required documentation will be detained by the USCS, abandoned by the owner to the USG, or exported.
 - (5) USCS will remove firearms that are found in a personal property shipment without proper accompanying documentation from the shipment (remaining personal property will then be released for onward movement) and stored at a designated military or USCS facility to await issuance of required documentation. Responsible TOs at the port of entry or the carrier entering the shipment into the CTUS will ensure that the USCS inspector has executed a CF 6051, Receipt for Detained Merchandise, and placed a copy with the remainder of the shipment in lieu of any firearms that have been removed and detained.
 - (6) USCS at the port of entry will remove firearms and ammunition in accompanied checked baggage that are not released under a certificate or declaration or not supported by an approved import permit and detain the articles pending receipt of the import permit or other required documentation.
3. Shippers of Firearms and Ammunition.
- a. Will notify the TO at the port of entry where the firearm is detained that application for permit has been submitted to the BATF.

- b. Will furnish the TO at the port of entry the correct address to which the firearm should be shipped when released by the USCS and request onward movement of the firearm be arranged when documentation is complete.
 - c. Are responsible for providing all proper documentation required for the importation of POFs and ammunition.
- 4. Direct Procurement Method (DPM). When firearms are included in DPM shipments of personal property arriving at ports of entry without supporting border clearance documentation, the TO at the port of entry or the carrier entering the property into the CTUS will:
 - a. Provide liaison with the USCS officials at the port of entry, including having firearms removed from the shipment while releasing the remainder of the personal property for shipment to its destination.
 - b. Notify the destination TO and request that the required documentation from the owner be forwarded.
 - c. Upon receipt of the approved BATF import permit from the owner, complete the process and provide ATF Form 6A to the USCS, pack and crate the firearm, and promptly forward it to destination.
- 5. International Through Government Bill of Lading. When firearms are included in ITGBL shipments of personal property moving by commercial carriers, the carrier is responsible for advising the nearest TO when firearms are detained by Customs. The carrier will then request assistance in securing release of the firearms for onward movement to the final destination.
- 6. Disposition of Firearms Not Authorized Importation.
 - a. Firearms and ammunition which are held by the owner or his/her agent in an area outside the CTUS and which are not authorized importation will be disposed of overseas IAW applicable departmental regulations and the laws of the country concerned.
 - b. When an application to import a firearm or ammunition is disapproved and the item as already entered the CTUS, or when the USCS has detained unauthorized firearms or ammunition shipped to the CTUS, the member will:
 - (1) At his or her own personal expense, make arrangements to return the firearm to the seller. The member/employee or their agent will arrange for the export of the firearm or ammunition under USCS supervision or for its return to the sender if the firearm was mailed to the member/employee; or
 - (2) Abandon the firearm to the USG IAW instructions provided by the USCS at the port at which the firearm is detained; or
 - (3) Submit the firearm to seizure and forfeiture as provided by law.

7. Federal Excise Tax. The Federal Excise Tax imposed on the sale or use of all firearms and ammunition applies to firearms and ammunition acquired overseas and imported into the CTUS. If the member/employee is required to pay the Federal Excise Tax, the member/employee will file an ATF Form 5300.26, Federal Firearms and Ammunition Excise Tax Return, Figure 503-6, within thirty days of the end of the calendar quarter in which the firearms or ammunition were imported. Members/employees should contact the BATF nearest to their place of residence for information.

DEPARTMENT OF THE TREASURY BUREAU OF ALCOHOL, TOBACCO AND FIREARMS FEDERAL FIREARMS AND AMMUNITION EXCISE TAX RETURN <small>(Prepare in Duplicate - See Attached Instructions)</small>		<small>OMB. No. 1512-0507 (03/31/2002)</small> FOR ATF USE ONLY	
		TAX	\$
		PENALTY	\$
		INTEREST	\$
		TOTAL	\$
		EXAMINED BY:	DATE:
		OTHER	
PART I - GENERAL			
1. NAME, TRADE OR BUSINESS NAME, AND ADDRESS (mailing and location) OF TAXPAYER (number, street, city, State and ZIP Code)		2. TELEPHONE NUMBER (If new taxpayer, or if your phone number changed)	
		3. EMPLOYER IDENTIFICATION NUMBER, OR IF FILING ONE-TIME OR OCCASIONAL RETURN, SOCIAL SECURITY NUMBER	
		4. IF FINAL, ONE-TIME OR OCCASIONAL RETURN (see instruction 8), CHECK THIS BOX <input type="checkbox"/>	
<input type="checkbox"/> CHECK IF ABOVE INFORMATION HAS CHANGED SINCE FILING LAST RETURN.		5. PAYMENT, IF ANY, FOR THIS RETURN MADE BY: <input type="checkbox"/> CHECK OR <input type="checkbox"/> EFT <input type="checkbox"/> OTHER (Specify) _____	
PART II - COMPUTATION OF TAX ON SALES OR USES DURING TAX PERIOD			
6. TAX PERIOD (see instruction 3) STARTS ON ____/____/____ AND ENDS ON ____/____/____ <small>(month, day, year) (month, day, year)</small>			
TOTALS DURING TAX PERIOD	PISTOLS AND REVOLVERS	OTHER FIREARMS	SHELLS AND CARTRIDGES
7. ALL ARTICLES SOLD by sale price	\$	\$	\$
8. ARTICLES SOLD TAX-FREE OR TAX EXEMPT by sale price			
9. TAXABLE SALES (line 7 minus line 8)			
10. NET ADJUSTMENTS TO SALE PRICE OF TAXABLE SALES MADE DURING PERIOD (show decrease in parentheses)			
11. ADJUSTED TAXABLE SALES (line 9 plus or minus line 10)			
12. TAXABLE USE OF ARTICLES by taxable sale price			
13. TAXABLE AMOUNT OF SALES AND USES (line 11 plus line 12)			
14. TAX RATE	10%	11%	11%
15. AMOUNT OF TAX (multiply line 13 by line 14)	\$	\$	\$
PART III - COMPUTATION OF TAX LIABILITY FOR TAX PERIOD			
16. TOTAL OF AMOUNTS FROM LINE 15			\$
17. ADJUSTMENTS INCREASING AMOUNT DUE (line 33, Schedule B)			\$
18. GROSS TAX DUE (line 16 plus line 17)			\$
19. ADJUSTMENTS DECREASING AMOUNT DUE (line 39, Schedule C) (Cannot be more than the amount on line 18.)			\$
20. NET TAX LIABILITY (Line 18 minus line 19. Should agree with line 27, Schedule A. Cannot be less than zero.)			\$
21. TOTAL DEPOSITS FOR TAX PERIOD			\$
▶ COMPARE LINE 20 TO LINE 21 AND COMPLETE LINE 22 OR 23 AS APPLICABLE ◀			
22. BALANCE OF TAX DUE (amount that line 20 exceeds line 21)			\$
23. CHECK WHAT YOU WANT DONE WITH THE AMOUNT THAT LINE 21 EXCEEDS LINE 20. <input type="checkbox"/> REFUND TO ME OR <input type="checkbox"/> APPLY TO MY NEXT TAX RETURN (show in Schedule C of next tax return)			\$
ATF F 5300.26 (3-99) PREVIOUS EDITION MAY BE USED			

Figure 503-6. ATF Form 5300.26, Federal Firearms and Ammunition Excise Tax Return

SCHEDULE A - STATEMENT OF NET TAX LIABILITY DURING TAX PERIOD			
DEPOSIT PERIOD (a)	NET TAX LIABILITY (b)	DEPOSIT PERIOD (a)	NET TAX LIABILITY (b)
24. FIRST MONTH Day 1 through 15 Day 16 through last day	\$ _____ \$ _____	26. THIRD MONTH Day 1 through 15 Day 16 through last day*	\$ _____ \$ _____
25. SECOND MONTH Day 1 through 15 Day 16 through last day	\$ _____ \$ _____	27. TOTAL OF COLUMN (b)	\$ _____ \$ _____

*For the period of September 16-30, show a separate amount for September 16-25 and September 26-30.

SCHEDULE B - EXPLANATION OF INCREASING ADJUSTMENTS			
EXPLANATION OF INDIVIDUAL ERRORS OR TRANSACTIONS (a)	AMOUNT OF ADJUSTMENTS		
	(b) TAX	(c) INTEREST	(d) PENALTY
28.	\$ _____	\$ _____	\$ _____
29.			
30.			
31.			
32. TOTALS OF COLUMNS (b), (c) and (d)	\$ _____	\$ _____	\$ _____
33. TOTAL ADJUSTMENTS INCREASING AMOUNT DUE (line 32, col. (b) plus cols. (c) and (d)):			\$ _____

SCHEDULE C - EXPLANATION OF DECREASING ADJUSTMENTS		
EXPLANATION OF INDIVIDUAL ERRORS OR TRANSACTIONS (a)	AMOUNT OF ADJUSTMENTS	
	(b) TAX	(c) INTEREST
34.	\$ _____	\$ _____
35.		
36.		
37.		
38. TOTALS OF COLUMNS (b), (c) and (d)	\$ _____	\$ _____
39. TOTAL ADJUSTMENTS DECREASING AMOUNT DUE (line 38, col. (b) plus cols. (c)):		\$ _____

CERTIFICATION

The tax in schedule C for overpayments other than under 26 U.S.C. Sections 6416(b)(1), (2), (3) and (5), shown on this tax return: (1) has not been included in the price of the article with respect to which it was imposed nor collected from a vendee and for which I have identified the nature of evidence available to establish this fact; or (2) has been repaid to the ultimate purchaser of the article by me.

The tax in schedule C for overpayments under 26 U.S.C. Section 6416(b)(1) for certain price readjustments, section 6416(b)(2) for certain uses, sales or resales of a taxable article or section 6416(b)(3) on tax-paid articles used for further manufacture: (1) has not been included in the price of the article with respect to which it was imposed nor collected from a vendee and for which I have identified the nature of evidence available to establish this fact; or authorized official, the written consent of the ultimate vendor to the allowance of the credit.

The tax in schedule C for overpayments under 26 U.S.C. Section 6416(b)(5) for return of installment accounts has been repaid or credited to the purchaser upon return of the account to me pursuant to the original sales agreement of the account.

Under penalties of perjury I declare that I have examined this return (including any accompanying explanations, statements, schedules and forms) and to the best of my knowledge and belief it is true, correct, and includes all transactions and tax liabilities required by law or regulations to be reported.

40. DATE	41. SIGNATURE	41. TITLE
----------	---------------	-----------

ATF F 5300.26 (3-99)

Figure 503-6. ATF Form 5300.26, Federal Firearms and Ammunition Excise Tax Return (Cont'd)

THIS PAGE INTENTIONALLY LEFT BLANK

CHAPTER 504

DEFENSE COURIER SERVICE (DCS)

A. GENERAL

This chapter sets forth responsibilities and procedures for the entry/exit of national security material arriving/departing the US in the control of DCS couriers.

B. POLICY

The contents of DCS shipments are exempt from examination, entry, and duty upon presentation of appropriate shipping documentation and courier identification by the DCS courier(s) having custody of the shipment.

C. AUTHORITIES/REFERENCES

19 U.S.C. § 1498, Entry Under Regulations, 19 U.S.C. § 1624, General Regulations, DOD Directive 5200.33, Defense Courier Service (DCS), and DOD Regulation 5200.33-R, Defense Courier Service Regulation.

D. GENERAL ADVISORIES

1. The importation into the CTUS by a DCS courier of any property not owned or sponsored by the USG is strictly prohibited. Appropriate action will be taken when any member or employee of the USG violates this prohibition. Each such violation will be referred to the cognizant official for consideration under applicable Federal criminal statutes, including the Uniform Code of Military Justice.
2. While the USCS will monitor selected DCS mission activities, it recognizes the sensitive nature of DCS operations and will not unnecessarily impede DCS shipments.
3. Compromise of material entrusted to the custody of the DCS could gravely affect the security of the US. The primary DCS security objective is to prevent unauthorized access to material while it is within the DCS system.

E. SCOPE OF OPERATIONS

1. The DCS provides secure, worldwide movement of national security material requiring courier escort in support of the DOD, the Department of State, Federal Agencies, North Atlantic Treaty Organization (NATO), US Allies, and USG contractors. DOD Directive 5200.33 and DOD 5200.33-R govern DCS operations, which also provide guidance to users on material qualified for/prohibited from entry in DCS.
2. DCS operates a network of courier stations providing service to areas where SOFAs or similar agreements ensure that border clearance officials will admit such material free of duty and without examination. The DCS and the Diplomatic Courier Service (Department of State) maintain close liaison and interoperability to minimize duplication of service and provide delivery of DCS courier material into those areas where DCS cannot provide service.

F. RESPONSIBILITIES

1. USCS (on behalf of the Treasury Department).
 - a. The Assistant Commissioner, Office of Field Operations, will have policy oversight, to include the formulation and implementation of guidelines for the entry and examination of DCS courier material arriving in the US.
 - b. Principal Field Officers, to include Port Directors, are responsible to develop and establish procedures to process DCS shipments and material in an effective, expeditious, and discrete manner.
 - c. Supervisors and inspectors involved in the processing of DCS material will ensure the integrity of the US Customs entry requirements while simultaneously working in harmony with DCS couriers to maintain requisite security of their material.
2. DOD. The Assistant Secretary of Defense for Command, Control, Communications, and Intelligence will provide overall guidance for policies and procedures necessary to the operation of the DCS and security of material being escorted.
3. DCS.
 - a. DCS will prepare appropriate documentation for its shipments entering the US to facilitate clearance by US Customs inspectors.
 - b. DCS couriers will cooperate with US Customs officials in actions required to clear shipments for entry into the US, but will not permit examination of their material during the process.

G. PROVISIONS

1. DCS material consists of highly classified/extremely sensitive correspondence, documents, equipment, and other material owned or controlled by the DOD which has been entered into the DTS for movement to a designated recipient.
2. DCS shipments are transported via various conveyances including, but not limited to, MILAIR, US-flag commercial airlift, government-chartered aircraft, and military/commercial vehicles. DCS couriers routinely transit military air bases, and international/landing rights airports, in nations with which the US has a SOFA or similar agreement.
3. DCS material is consolidated for shipment. A DCS shipment may be in any of several forms, to include commercial aircraft containers, military aircraft pallets, wooden crates or skids, cardboard boxes, canvas pouches, fiberglass shipping chests, as well as US State Department Diplomatic pouches or crates. For purposes of this regulation, articles in DCS custody/control and transported by the DCS system will be referred to as DCS material.
 - a. Small amounts of DCS material may be hand-carried; larger quantities will be transported as accompanied baggage or cargo and loaded into the aircraft cargo compartment.
 - b. Handling of DCS material is not part of the CBCP; therefore, CBCA/MCI-E is not included in the handling of this material for Customs purposes.

- EXPIRATION DATE:
- DEFENSE COURIER SERVICE
FORT MEADE, MD 20715
- UNIT &
TAG
- FOR
COMMUNICATION
ONLY
- PROJECT
-
- SAMPLE**
- CLASS
- OF RECORD
- CLASS NUMBER
- SECURITY OF CLASS
- C 0001
- COMMUNICABLE, SECURITY CLASSIFIED MESSAGE
- PROPERTY OF UNITED STATES GOVERNMENT
- HEIGHT
- WEIGHT
- COLOR HAIR
- COLOR EYES
- DATE OF BIRTH
- IN THE EVENT OF INCARCERATION OF THE HOLDER OF THIS TAG:
- A. NOTIFY THE RELEASEE'S OFFICIAL COUNSEL IN ADVANCE OF ANY TRIAL OR ORIGINALLY ON AN GOVERNMENT ACTIVITY TO INQUIRE INTO ANY ACTIVITY OF THE RELEASEE OR ANY MATERIAL, ETC.

B. NOTIFY THE COMMANDER, DEFENSE COURIER SERVICE, FORT MEADE, MD 20715.
- YOUR IDENTIFICATION OF TAGS
- CLASS NUMBER
- SAMPLE**
- WARNING: THIS DOCUMENT IS THE PROPERTY OF THE UNITED STATES GOVERNMENT. ITS TRANSMISSION, DISTRIBUTION, OR RECORD IS A VIOLATION OF 18 USC, 793 AND 794.
- POSTMORTEM: RETURN TO THE COMMANDER, DEFENSE COURIER SERVICE, FORT MEADE, MD 20715
- IF FOUND LOST IN HEAVENLY UNITED STATES-MAIL, NO

5. Documentation for DCS shipments consists of a DCS Form 32, Defense Courier Service Transfer Form, Figure 504-2, a multi-purpose form used as both a containment invoice and a transfer document, upon which has been stamped the DCS Customs Seal, and which contains a listing of the shipment identification number. The shipment documentation package will also include a diskette indicating the various containments/articles included within the shipment.
 - a. Used as a transfer (between DCS stations), DCS Form 32 reflects the originating DCS station, the type of containment, its identifying number (e.g. BA-L-000032), and the total containment weight. The identification number can be cross-referenced to the corresponding DCS Form 6, Defense Courier Service Address Label, Figure 504-3, or DCS Form 8, Defense Courier Service Pouch Label, Figure 504-4, on the containment, which also reflects the originating DCS station, weight, destination, and any special handling instructions.
 - b. As an invoice (for a containment), DCS Form 32 reflects the individual article numbers, addressees, special handling instructions, and weight of each package inside that containment.

SAMPLE TRANSFER DOCUMENT DCS TRANSFER FORM			
CTRL #: TRANSFER BA-T-004326		PAGE: 1 OF: 1 DATE: XXAUGXX	
FROM DCS STATION BA		TO: RM	
ARTICLE NUMBER	DCS TWO LINE ADDRESS	SPECIAL HANDLING	WT
BA-C-004325	RM	FORCES AFLOAT	235
/////////////////LAST ARTICLE/////////////////			
ARTICLES THIS PAGE: 01		COMMERCIAL	WEIGHT THIS PAGE: 235
TOTAL # ARTICLES: 01		ATR	TOTAL WEIGHT: 235
DISPATCHED BY: (NAME DISPATCHING COURIER)		SIGNATURE:	
DATE/TIME: XXAUGXX/XXXX			
DISPATCHED BY: (NAME DISPATCHING COURIER)		SIGNATURE:	
DATE/TIME: XXAUGXX/XXXX			
I acknowledge receipt of the above listed DCS articles			
RECEIVED BY: (NAME MISSION COURIER)		SIGNATURE:	
ORGANIZATION:		DATE/TIME:	
RECEIVED BY:		SIGNATURE:	
ORGANIZATION:		DATE/TIME:	
RECEIVED BY: (DESTINATION COURIER STATION)		SIGNATURE:	
ORGANIZATION:		DATE/TIME:	
RECEIVED BY:		SIGNATURE:	
ORGANIZATION:		DATE/TIME:	
DCS FORM 32 REV FEB 88 (Supersedes ARFCOS 32 1 JAN 86 which is obsolete) NSN 7540-PM-001-3440			
			DCS STATION

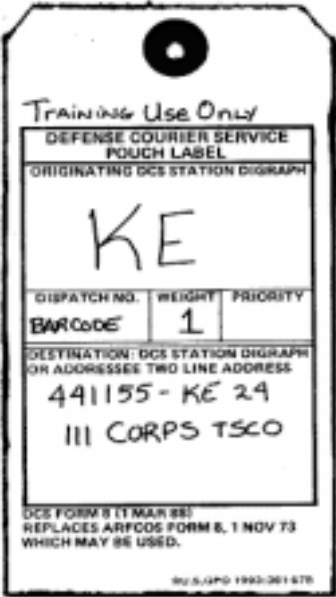
Figure 504-2. DCS Form 32, Defense Courier Transfer Form

DEFENSE COURIER SERVICE ADDRESS LABEL		
TRAINING USE ONLY	ORIGINATING DCS STATION DIGRAPH	DESTINATION TO ADDRESS
	BA - A	INSERT BAR CODE
	DESTINATION DCS STATION DIGRAPH OR ADDRESS (Two line address)	
	KE	
DISPATCH NO.	SPECIAL HANDLING INSTRUCTIONS	WEIGHT
		120 lbs

DCS FORM 6 (1 MAR 88)
REPLACES AIRCOS FORM 6, 1 NOV 73
WHICH MAY BE USED.

WU S.G.P.D. 1983-081-678

Figure 504-3. DCS Form 6, Defense Courier Service Address Label



Training Use Only
DEFENSE COURIER SERVICE
POUCH LABEL
ORIGINATING DCS STATION DIGRAPH
KE
DISPATCH NO. WEIGHT PRIORITY
BARCODE 1
DESTINATION: DCS STATION DIGRAPH
OR ADDRESSEE TWO LINE ADDRESS
441155-KE 24
III CORPS TSCO
DCS FORM 8 (1 MAR 88)
REPLACES AIRCOS FORM 8, 1 NOV 73
WHICH MAY BE USED.
WU S.G.P.D. 1983-081-678

Label Addressed to an Account



Training Use Only
DEFENSE COURIER SERVICE
POUCH LABEL
ORIGINATING DCS STATION DIGRAPH
YO
DISPATCH NO. WEIGHT PRIORITY
BARCODE 35
DESTINATION: DCS STATION DIGRAPH
OR ADDRESSEE TWO LINE ADDRESS
TV
DCS FORM 8 (1 MAR 88)
REPLACES AIRCOS FORM 8, 1 NOV 73
WHICH MAY BE USED.
WU S.G.P.D. 1983-081-678

Label Addressed to a DCS Station

Figure 504-4. DCS Form 8, Defense Courier Service Pouch Label

H. PROCEDURES

1. When customers enter material into the DCS system, they certify that the material is qualified for shipment by the DCS. A copy of this entry form, DCS Form 1, Receipt To Sender, Figure 504-5, is retained by the servicing DCS station and customer. Qualified DCS material is described in DOD 5200.33 and is considered as American goods returned under HTSUS 9801.00.10. DCS does not transport contraband, hazardous materials (HAZMAT), explosives, currency, or other/similar items which require special coordination/exemption or are in violation of International Air Transport Association /Federal Aviation Administration convention.

RECEIPT TO SENDER				IAW DoD DIRECTIVE 5200.33, HAZARDOUS/DANGEROUS MATERIAL IS NOT QUALIFIED FOR ENTRY INTO DCS. HAZARDOUS MATERIAL IS CONSIDERED TO BE ANY MATERIAL REGULATED BY AFR 71-4/ TM 38-250/NAVJUP PUB 505/MCO P4000.1/SECIDAM 4145.3/CFR 49/PATA DANGEROUS CARGO REGULATION, FOR TRANSPORTING VIA MILITARY/COMMERCIAL AIRCRAFT. PERSONNEL SIGNING DCS FORM 1 VERIFY THAT NO SUCH MATERIAL IS CONTAINED IN THE TENDERED SHIPMENT. PERSONNEL WHO KNOWINGLY VIOLATE DoD DIRECTIVE 5200.33 MAY BE SUBJECT TO DISCIPLINARY ACTION IAW FEDERAL/DoD REGULATIONS AS APPLICABLE.		
FROM (Originator's complete DCS two-line address)				ENTRY VERIFICATION SIGNATURE(S) OF AUTHORIZED REPRESENTATIVE(S) (Typed/Printed Name and Grade)		DATE
Articles listed hereon contain material qualified for transportation via the Defense Courier Service in accordance with DoD Dir 5200.33. When applicable, indicate special handling instructions for each article in Column e. Entry of unqualified material may result in appropriate disciplinary action.						
DCS Station Article Number (a)	Priority (b)	Article Weight (lb only) (c)	Originator's Control Number (d)	Originator's Special Handling Instructions (if appropriate) (e)	Address (DCS Two-Line Address, to include geographic location of AFLOAT Units or embarked staffs) (f)	Disposition (DCS Station Use Only) DCS Form 32 (g)
Number of Articles	TOTAL WEIGHT		RECEIPT ACKNOWLEDGED (Signature(s) and Grade of Courier(s)) TRP			TIME/DATE
						TIME/DATE
Number of Articles			RECEIPT ACKNOWLEDGED (Signature(s) and Grade of Courier(s) or authorized representative(s)) WGLT			TIME/DATE
						TIME/DATE
						DCS SYMBOL
						OF

DCS FORM 1 (1 OCT 96) (Supersedes edition 1 Jul 68, which will be used until exhausted.)

Figure 504-5. DCS Form 1, Receipt To Sender

2. Upon arrival in the US, DCS couriers escorting material will present their credentials and shipment documentation to the Customs officer. The couriers will also provide their personal Customs Declaration form since they will not follow normal air traveler customs clearance procedures.
3. Personal identification. The name and signature of the escorting couriers must match those on the bottom of the DCS Form 32. Dedicated DCS couriers (primary duty as a DCS courier) can be identified by DCS credentials (defined above). Personnel "designated" as couriers (primary duty outside DCS) for a mission are provided a designation letter by the dispatching station commander (or his/her representative) and can be identified by a laminated federal (military/civilian) identification card.

4. Customs officers will release DCS material when presented with the shipment documentation described above by the escorting couriers. This material is exempt from examination, entry, and duty. Such exemption does not extend to accompanying personal property of the couriers.
5. When a Customs inspector has reason to believe a DCS shipment may contain articles other than qualified DCS material, it may be detained or seized by Customs; however, it will remain in the control of the escorting couriers.
 - a. The couriers will initially present the Customs officer with all available shipment documentation in an attempt to satisfy his/her challenge. If this is not successful, the couriers will be allowed to contact the nearest DCS station by telephone to obtain instructions. The station commander will, in turn, contact HQ DCS, to initiate a clarification of the validity of the material or otherwise assist in resolving the matter.
 - b. Customs officers will not examine the DCS material or separate the escorting couriers from the material in their charge. Arrangements for handling and examining the material will be coordinated with HQ DCS, the originating (or receiving) agency, and an appropriately cleared Customs official.
6. US Customs officials will implement the procedures outlined in this regulation to ensure the integrity of the Customs program while simultaneously working with DCS couriers to maintain requisite security of DCS material.

I. REPORTING PROCEDURES

Reporting requirements are IAW established US Customs and DCS directives.

THIS PAGE INTENTIONALLY LEFT BLANK

CHAPTER 505

AGRICULTURAL CLEANING AND INSPECTION REQUIREMENTS

A. SCOPE

1. This chapter prescribes procedures, assigns responsibilities, and defines requirements for the prevention of the introduction of agricultural pests into the US by the DOD. Destructive pests such as gypsy moths, brown tree snakes, several varieties of snails, and other species can hitchhike on military equipment and personal effects. Foreign soil attached to equipment can harbor pests and animal diseases. These pests can cause immense damage to America's natural resources, destroy crops, and disrupt the export of agricultural commodities.
2. Foreign agricultural restrictions are specified by country in appropriate chapters of this regulation, however the same general responsibilities of DOD activities for the prevention of agricultural pest movements apply to export shipments from the US to foreign countries as well as on imports to the US.

B. POLICY

It is the policy of the DOD that all organizations and personnel involved in the movement of DOD-sponsored cargo, personal property, and accompanied baggage will take those steps necessary to prevent the spread of agricultural pests from one location to another. This includes movement not only across national borders, but any movement that has the potential to introduce invasive species to a new area. It includes shipments from DOD installations and vendor locations by both military and commercial carriers.

C. RESPONSIBILITIES

1. Office of the Deputy Under Secretary of Defense (Environmental Security) (DUSD (ES)) is responsible for furnishing technical guidance and recommendations to the DOD on means of preventing the return of quarantine pests and organisms that may disrupt agriculture and the natural ecosystem.
2. USDA APHIS is responsible to provide guidance, informational materials, and to conduct training for DOD personnel. APHIS will provide personnel to assist in pre-clearances and to train DOD personnel for inspection, cleaning, and disinfecting of material and personnel. APHIS and the DOD will establish reimbursable agreements as required to accomplish this mission. APHIS is the final authority on the pest risk status of material.
3. Unit commanders are responsible for ensuring that the requirements specified in this chapter are met and that procedures are followed to prevent agricultural pests from entering the US when that unit is returning personnel and/or equipment to the US.
4. Port and transportation commanders will ensure that the requirements specified in this chapter are met and that procedures are followed. They will not allow the movement of cargo or cargo containers from their facilities unless they are apparently free of soil, pest infestation, and prohibited agricultural items.

D. REQUIREMENTS

1. All personnel involved in the movement of ships, aircraft, personnel, cargo (including ordnance), containers, packing material, POVs, personal property and Army/Air Force/Navy Post Office (APO/FPO) mail will assure the following requirements are satisfied prior to that movement:
 - a. **Baggage.** Baggage of all crew, passengers, or troops will be presented for inspection by USDA officers or designees. Commanders must ensure crew, passengers and troops are instructed not to carry prohibited plant and animal material. Foot and web gear of all personnel is also required to be soil and pest free.
 - b. **Cargo.** Cargo will not be loaded aboard any conveyance in a foreign country, for movement to the US, unless it is free of animal and plant contamination or pest infestations as required by the USDA.
 - c. **Packing Material.** All wood packing material, dunnage, pallets and crating, must be soil and bark free and apparently free of pest infestations.
 - d. **Stores.** Stores and in-flight meals are prohibited entry into the US and must be disposed or safeguarded IAW with USDA requirements upon entry.
 - e. **Garbage.** Garbage will be placed in tight, leak proof, covered containers and disposed of following port procedures authorized by, or under surveillance of the USDA representative. Disposal facilities to incinerate or sterilize must be available before military conveyances will be allowed landing or docking at a US base or port.
 - f. **Containers and Pallets.** Cargo containers/pallets will not be stored directly on bare ground unless provisions are made to clean the containers/pallets of soil and pests before movement.
2. Detailed cleaning and inspection procedures can be found in the Armed Forces Pest Management Board Technical Guide No. 31, Contingency Retrograde Washdowns: Cleaning and Inspection Procedures. This document is available on the following web site URL:
<http://www.afpmb.org/pubs/tims/tim31.htm>.

E. REQUEST FOR MCI-E PROGRAMS FOR AGRICULTURAL INSPECTIONS

APHIS allows for MCI-E programs at selected bases in the US. These bases are usually remote from local APHIS offices or receive low risk conveyances or shipments. In these programs, APHIS trains and certifies local DOD personnel to do inspections for APHIS. If a base commander is interested in establishing a program, the local APHIS should be contacted at USDA APHIS PPQ, Port Operations, 4700 River Rd., Riverdale, Md. 20737-5000. Telephone number: 301 734-8295. APHIS HQ can supply contact telephone numbers.

F. ARMED FORCES PEST MANAGEMENT BOARD

The Armed Forces Pest Management Board (AFPMB) was established by DOD Directive 4715.1, Environmental Security, and operates under DOD Instruction 4150.7, DOD Pest Management Program. The AFPMB recommends policy, provides guidance, and coordinates the exchange of information on all matters related to pest management throughout the DOD. This board has representation of each of the military departments and the DLA. As such, this permanently staffed organization is an important source of assistance related to the prevention of movement of invasive species, especially incidents involving quarantine, fumigation, dis-insectization, etc. Their web site is located at the following URL: <http://www.acq.osd.mil/afpmb/>. In the event that quarantine becomes necessary, additional guidance is provided in Air Force Instruction (AFI) 48-104/AR 40-12/Secretary of the Navy Instruction 6210.2A/, Quarantine Regulations of the Armed Forces.

CHAPTER 506

DOD PRE-CLEARANCE PROGRAM CUSTOMS AND AGRICULTURE INSPECTIONS

A. POLICY

1. The MCI program from OCONUS shore-based locations has been cancelled and is no longer recognized by the USCS. However, the USCS will support pre-clearance for major unit redeployments in conjunction with FTX or contingencies. This chapter outlines the policy and procedures to conduct those pre-clearance operations.
2. To effectively and efficiently conduct redeployment operations for exercises, contingencies, or other special airlift/sealift operations, theater Commanders may request USCS and USDA pre-clearance for redeployments of units, their equipment and sustaining supplies. Timelines for pre-clearance of redeployments should be established during the planning phase of the exercise or concurrently with the deployment phase during crisis action planning for a contingency. The theater Commander and the component commands involved in the redeployment must ensure that there are adequate facilities available for pre-clearance operations and work with the Services to identify military law enforcement personnel to be trained as CBCAs. Costs incurred by implementing provisions of this section (e.g., transportation, per diem, overtime charges) will normally be borne or furnished in kind by the requesting Service or Agency. If the supported command determines that pre-clearance of redeploying cargo and passengers will enhance mission effectiveness, the following request procedure must be followed.

B. PROCEDURES FOR REQUESTING PRE-CLEARANCE

1. The supported unit will submit requests for pre-clearance processing to the office of the appropriate theater command's Customs, Agriculture, and Border Clearance Staff Coordinator. Theater directives will prescribe procedures for processing such requests within the responsible unified command.
2. Requests must include, as a minimum:
 - a. The dates, times, and places of departure from foreign country.
 - b. Date, time, and proposed place of CTUS arrival.
 - c. The number and type of aircraft or ships.
 - d. The number of passengers, and amount and type of cargo, to include vehicles and other unit equipment.
 - e. Identification of all en route stops between the foreign departure point and the CTUS port of entry, and whether the border clearance integrity of the aircraft or ship will be maintained during those stops. If pre-clearance integrity cannot be maintained, pre-clearance authority is lost.
3. Requests should be electronically transmitted, to the appropriate theater command as part of the initial planning of the redeployment, but not later than 75 days prior to the execution. The theater Customs, Agriculture, and Border Clearance Staff Coordinator will forward the approved request to USTRANSCOM/J5-LT, Scott AFB, IL not less than 60 days prior to the first movement. USTRANSCOM/J5-LT will coordinate with the USCS for support.
4. The responsible unified command Customs, Agriculture, and Border Clearance Coordinator will review the requests. The review will include an assessment of the capability of the theater

command to accommodate the request for pre-clearance. In those instances where the unified command determines contingency or exercise pre-clearance can not be accommodated or is not cost effective, the unit will be required to return to the CTUS through a predetermined CTUS port of entry where US border clearance can be accomplished.

5. Approval of pre-clearance requests under the provisions of this section does not negate any requirements for the carrier to ensure that entry is accomplished at an established CTUS port of entry. This port of entry may be a Regular or Limited Foreign Clearance Base, an international commercial airport or seaport of entry, or any other airport or seaport where a FIS capability exists or can be arranged for on an exception basis. (Refer to DOD 4500.54-G, DOD Foreign Clearance Guide, North and South America, for United States of America aircraft entry requirements (<http://www.fcg.pentagon.mil>).)
6. If use of any CTUS port of entry other than those regularly staffed by FIS personnel is planned, the requesting organization or carrier operator is responsible for coordinating necessary requirements with the appropriate Customs Management Center or Port Directors office of the USCS, USDA, and other US border clearance agencies.

C. TRAINING AND CERTIFICATION OF CBCAS

1. The theater Commander and the Service component will coordinate the request to the appropriate Service for sourcing of military law enforcement personnel to act as CBCAs for the duration of the redeployment. Personnel should be E-4 and above.
2. Training will be provided and approved by USCS and USDA.
3. Training may be accomplished in the CONUS or at an overseas location, if necessary.
4. Upon successful completion of the training, USCS and USDA will provide certification for trainees.
5. Trained personnel will be appointed on orders as CBCAs by the sponsoring Service component command. Orders should include an effective termination date.
6. USCS and USDA will provide advisors to oversee actual pre-clearance operations.

D. RESPONSIBILITIES OF CBCAS

1. CBCAs are responsible for:
 - a. Performing their duties IAW this regulation and US and/or foreign country border clearance requirements.
 - b. Inspecting and certifying that DOD-owned materiel, personal property, and passengers are acceptable for entry into the US. If contraband is discovered during the inspection process, the CBCA is to notify proper legal authority.
 - c. Representing the commander in performance of inspections, and ensuring that the documentation for which they are responsible accompanies all shipments or personnel.
 - d. Ensuring that customs/border clearance violations are expeditiously reported to the appropriate legal authority or military agency for disposition.
 - e. Conducting all inspections and examinations in a professional, expeditious, and courteous manner.
 - f. CBCAs will not, under any circumstances, collect or accept duty payments.

E. PRE-CLEARANCE REQUIREMENTS

1. CBCAs, in conjunction with USCS/USDA personnel, will inspect all crews, troops, passengers, and their accompanied baggage, professional equipment, issued weapons, cargo and aircraft prior to departure from overseas bases (airfields/ports) when the planned destination is the CTUS. To expedite clearance upon redeployment to the CTUS:
 - a. Accompanied baggage and professional equipment excess to immediate personal needs will be inspected in the presence of the member by a CBCA /USCS team one or two days prior to unit redeployment. The baggage will then be secured and held in a sterile area from the time of the inspection until arrival at the US port of entry.
 - b. The CBCA/USCS team will inspect hand-carried baggage at the time passengers are processed into a sterile area for isolation until actual departure. If a sterile area is not available, the CBCA/USCS team will inspect the personnel and hand-carried baggage at the ocean or air terminal immediately prior to embarkation. If someone who has been inspected and is waiting in the sterile area finds it necessary to depart the area, that person must undergo a new inspection when they return to the sterile area.
 - c. The CBCA/USCS team will inspect unit equipment prior to its being loaded on the ship or aircraft to insure the equipment meets USCS and USDA border clearance requirements. The redeploying unit will ensure that personal property, such as footlockers, is readily identified and retains its individual integrity distinct from military cargo during shipment.
 - d. Personal customs declarations will be completed while en-route.
2. Immediately upon completion of the inspection/examination, DD Form 2855, U.S. Military Preclearance Program, Figure 506-1, will be properly executed, authenticated by official stamp and signature, and securely affixed to the outside of each container/vehicle/equipment inspected/examined. The CBCA or USCS/USDA inspector will accomplish the execution and attachment of the label. This form is to be used only for cargo that has been pre-inspected and certified by CBCA/USCS/USDA personnel at OCONUS locations as part of an exercise or contingency operation IAW Chapter 505 and 506 of this regulation and meets USCS and USDA CONUS pre-clearance entry requirements. DD Form 2855 can be found at <http://www.doir.whs.mil/forms/DD2855.PDF>.

U.S. MILITARY PRECLEARANCE PROGRAM	
AUTHORIZED USE ONLY IN ACCORDANCE WITH DOD 4500.9-R, PART V, CHAPTERS 505 AND 506	
The U.S. Government property to which this label has been affixed meets the entry requirements of U.S. Customs and U.S. Agriculture.	
1. INSPECTOR'S RANK AND NAME	2. DATE
3. ORIGIN	4. DESTINATION
5. INSPECTOR'S STAMP	

DD FORM 2855, JUN 2002

Figure 506-1. DD Form 2855, U.S. Military Preclearance Program

F. PRE-CLEARANCE COORDINATION AND COMMUNICATION

1. Coordination with, and notification of affected organizations of actual pre-cleared passengers, baggage and cargo shipments is critical to the successful implementation of the pre-clearance program for exercises, contingencies, or other special airlift/sealift operations. At a minimum, the following communications must occur after pre-clearance operations have been approved.
 - a. Upon approval and agreement of the USCS and USDA to support pre-clearance operations, the theater command customs and border clearance coordinator will notify affected organizations using the message format shown in Figure 506-2.
 - b. Airlift and sealift schedulers will keep the USCS and USDA notified of redeployment routing and schedules as soon as they are developed. USCS and USDA will notify regional and local port directors to notify of pre-cleared status of passengers, baggage, cargo, and/or conveyance to expedite Port of Embarkation (POE) procedures.

SAMPLE

```
FROM: (Theater Customs, Agriculture, and Border Clearance Coordinator)

TO: (Theater aerial ports)
    (Theater water ports)
    (Theater component customs and agriculture clearance offices and/or
    activities)

INFO: CDR MTMC ALEXANDRIA VA//MTOP//
      HQ AMC TACC SCOTT AFB IL//XOC/XOO/XOP//
      COMSC WASHINGTON DC//PM-5//
      USTRANSCOM SCOTT AFB IL//JMOCC/TCJ5-LT//
      DA WASHINGTON DC//DALO-TSP//
      HQ USAF WASHINGTON DC//ILGD//
      CMC WASHINGTON DC//LFT/LPO//
      CNO WASHINGTON DC//N41//

SUBJ: US CUSTOMS/AGRICULTURE PRECLEARANCE FOR (NAME OF EXERCISE OR OPERATION)

1. US CUSTOMS/AGRICULTURE PRECLEARANCE OPERATIONS HAVE BEEN COORDINATED AND
APPROVED FOR (NAME OF EXERCISE OR OPERATION) IAW DOD 4500.9-R, DEFENSE
TRANSPORTATION REGULATION, PART V.

2. POLICY AND PROCEDURES OUTLINED IN DOD 4500.9-R, PART V, CHAPTERS 505 AND 506
APPLY.

3. USCS ADVISORS WILL BE DEPLOYED TO (LOCATION) FROM (DATE) TO (DATE) TO
SUPERVISE PRE-CLEARANCE ACTIVITIES.

4. AERIAL AND WATER PORTS SHOULD SET UP STERILE AREAS TO STORE PRE-CLEARED
BAGGAGE AND CARGO PRIOR TO REDEPLOYMENT.

5. REQUEST AIRLIFT AND SEALIFT SCHEDULERS NOTIFY USCS AND USDA OF FLOW SCHEDULES
AND ROUTINGS TO AVOID UNNECESSARY RE-INSPECTIONS IN CONUS.

6. ADDITIONAL INSTRUCTIONS:

7. POC IS (NAME, ORGANIZATION, TELEPHONE NUMBER, DSN & COMMERCIAL).
```

Figure 506-2. Sample Customs and Agriculture Pre-clearance Announcement Message

G. REQUESTS FOR CUSTOMS AND AGRICULTURE PRE-CLEARANCE

1. USCS and USDA, in cooperation with the DOD, will pre-clear cargo and passengers returning to the CTUS. This pre-clearance program is available for redeployments from major exercises or contingencies. Pre-cleared exercises will require little or no USCS or APHIS inspection into the US. Pre-clearance will lessen the contraband and pest risk and expedite the movement of personnel and equipment into the US. If the supported command determines that pre-clearance of redeploying cargo and passengers will enhance mission effectiveness, the following request procedure must be followed:
 - a. The supported unit will submit requests for USDA pre-clearance processing to USDA HQ, APHIS PPQ, Port Operations, 4700 River Rd., Riverdale, Md. 20737-5000, telephone number: 301 734-8295. For USCS, coordinate requests through HQ USTRANSCOM TCJ-5/LTC. Defense Switched Network (DSN): 312 779-1985, Commercial: 618 229-1985 for coordination. Theater directives will prescribe procedures for processing such requests within the responsible unified command (see paragraph G.3. for United States European Command (USEUCOM) requirements).
 - b. Requests must include, as a minimum: (1) the date, time, and place of overseas departure; (2) date/time of CTUS arrival; (3) the number and type of aircraft or ships; (4) the number of passengers and amount and type of cargo, to include vehicles and other unit equipment; (5) identification of all en route stops between the overseas departure point and the CTUS port of entry; and whether the border clearance integrity of the aircraft or ship will be maintained.
 - c. Requests should be electrically transmitted, to the appropriate theater command as part of the initial planning of the redeployment, but not later than 45 days prior to the execution. Theater commands will forward the approved request to APHIS HQ not less than 30 days prior to the first movement. Direct contact with APHIS HQ is authorized. USTRANSCOM/J5-LT will assist with coordination as needed.
 - d. Approval of pre-clearance requests under the provisions of this section does not negate any requirements for the carrier to ensure that entry is accomplished at an established CTUS port of entry. This port of entry may be a Regular or Limited Foreign Clearance Base, an international commercial airport or seaport of entry, or any other airport or seaport where a FIS capability exists or can be arranged for on an exception basis.
 - e. If use of any CTUS port of entry other than those regularly staffed by FIS personnel is planned, the requesting organization or carrier operator is responsible for coordinating necessary requirements with USCS and APHIS HQ.
2. Agreements must be in place to support USCS and APHIS advisors conducting pre-clearance duties in conjunction with returning personnel and equipment from contingencies and training exercises. The agreement will include provisions for overtime fees, car rental, transportation to/from site, per diem, and lodging entitlements.
3. USEUCOM Procedures. USEUCOM, with the cooperation of in-theater USDA representatives has established a pre-clearance program to enforce USDA requirements and have made agricultural pre-clearances mandatory. If exercise redeployments are originating in the USEUCOM AOR, the supporting unit should contact the EUCOM Customs/Agriculture Executive Agent (HQ USAREUR/ECJ1-CEA) directly to coordinate for pre-clearance assistance. Their web site URL is: <http://www.hqusareur.army.mil/opm/customs.htm>.

H. AGRICULTURE PRE-CLEARANCE PROCEDURES

1. Ships, aircraft, personnel, cargo (including ordinance) packing material, POVs, personal effects, and APO/FPO mail must be free of prohibited and restricted plants, animals, and plant and animal products when returned to the US.
2. Inspectors: USDA inspectors, or trained and certified CBCA or MCI-E inspectors will conduct these inspections.
3. Training: USDA will conduct training for DOD personnel. The DOD will be responsible for providing reimbursement for training in OCONUS sites. The USDA will fund routine training of MCI-E or other designees in the US.
4. Facilities: Inspections must be conducted in natural or well-lighted areas. Cleaning and disinfecting must be conducted in areas approved by USDA or designees. Commodities or equipment that have been approved for return to US must be stored in such a manner as to prevent re-infestation by pests or contaminants. USDA officers or designees must approve these areas.
5. Reporting: Numbers of inspection, cleaning and disinfecting should be reported, through the chain of command, to DUSD (ES) and APHIS. APHIS and DUSD (ES) must be informed of interceptions of significant pests. APHIS will assist in the identification of pests.
6. During exercises, unit moves, deployments, redeployments, or other special airlift/sealift operations, CBCAs, in conjunction with USCS/USDA personnel, will inspect all crews, troops, passengers, and their accompanied baggage, professional equipment, issued weapons, cargo and aircraft prior to departure from overseas bases (airfields/ports) when the planned destination is the CTUS. To expedite clearance upon redeployment to the CTUS:
 - a. Accompanied baggage and professional equipment excess to immediate personal needs will be inspected in the presence of the member by an CBCA/APHIS team one or two days prior to unit redeployment. The baggage will then be secured and held in a sterile area from the time of the inspection until arrival at the US port of entry.
 - b. The CBCA/APHIS team will inspect hand-carried baggage at the time passengers are processed into a sterile area for isolation until actual departure. If a sterile area is not available, the CBCA/APHIS team will inspect the personnel and hand-carried baggage at the ocean or air terminal immediately prior to embarkation. If someone who has been inspected and is waiting in the sterile area finds it necessary to depart the area, that person must undergo a new inspection when they return to the sterile area.
 - c. The CBCA/APHIS team will inspect unit equipment prior to its being loaded on the ship or aircraft to insure the equipment meets USCS and USDA border clearance requirements. The redeploying unit will ensure that personal property, such as a footlocker, is readily identified and retains its individual integrity distinct from military cargo during shipment.
 - d. DD Form 2855, Figure 506-1, is authorized to be used only for cargo that has been pre-inspected and certified by CBCA/USCS/USDA personnel at OCONUS locations as part of an exercise or contingency operation IAW Chapter 505 and 506 of this regulation and meets USCS and USDA CONUS pre-clearance entry requirements.
7. Some exercises may be pre-cleared for APHIS and not for US Customs. In these circumstances, US Customs clearance may be required upon arrival in the US. Personnel and equipment should not require additional APHIS inspection. APHIS always retains the right to do integrity checks in the US.
8. Any after action reports should include input from APHIS.

I. AIRBORNE TROOPS

Procedures described above are applicable to airborne troop movements with an airdrop upon return to the CTUS so long as the airdrops have been coordinated with USCS director in the district involved. The annotated customs declaration of these personnel must be provided to a member of the aircrew, preferably the aircraft commander, prior to the airdrop. The CBCA/USCS team will advise the aircrew member that the declarations must be turned over to USCS inspectors at the port of entry for the aircraft.

THIS PAGE INTENTIONALLY LEFT BLANK

CHAPTER 507

MILITARY CUSTOMS INSPECTORS-EXCEPTED (MCI-E)

A. DESIGNATION

MCI-Es will be given an appointment by the base commander and placed on orders and issued a CF 55, Designation, Customs Officer-Excepted, designating him/her as an MCI-E by the USCS. By agreement with appropriate military commands, the USCS will specifically train military and civilian personnel to act as MCI-Es at selected CTUS military bases. This document authorizes the individual to perform the duties of a US Custom Inspector in the CTUS. The CF 55 must be surrendered to USCS upon change of assignment or change of station.

B. SCOPE

A memorandum of understanding negotiated between the base commander and the local USCS Port Director usually establishes an MCI-E program. Base commanders should request USCS re-certify the base MCI-E program yearly. The scope of MCI-E duties will be designated on the form and may vary from base to base and location to location. Those persons so designated will be responsible for the enforcement of the regulations of the USCS and other border clearance agencies. This responsibility may require the examination of military aircraft, accompanied and UB, personnel, and certain cargo. Consideration should be given to limit the designation of MCI-E's to law enforcement personnel. USCS does not authorize MCI-Es to conduct personal searches or to collect duties, fines, or applicable federal taxes.

C. RESPONSIBILITIES

1. MCI-E's may inspect or examine baggage and professional equipment. Inspections will be accomplished in a courteous and professional manner. All passengers and crewmembers are subject to inspection. The degree to which accompanied baggage or equipment is inspected or examined is dependent upon the discretion and judgment of the MCI-Es. "Dumping" of baggage contents is against both DOD and USCS policy and is prohibited.
2. Report any interference in the performance of the assigned duties to the closest Customs Port Director and the appropriate military commander.

D. TRAINING AND CERTIFICATION

1. Training and certification of MCI-Es is accomplished under the auspices of the Director, Field Operations of the appropriate Customs Management Center (CMC). CONUS base commanders requiring the establishment of an MCI-E capability are authorized direct communication with the Director, Field Operations of the appropriate CMC to request the necessary training. For a listing of locations and phone numbers of CMCs, see the USCS web page (<http://www.customs.ustreas.gov>)
2. Training Assistance:
 - a. Instruction, training material, and limited training aids are available from the USCS and the USDA APHIS. See Chapter 505 for additional information.
 - b. Requests for USCS and USDA support will be forwarded to the local Port Director for US Customs and USDA.
3. Costs associated with training (e.g., transportation, per diem, overtime) will be borne by the requesting DOD organization.

4. Instruction will include but not be limited to the following subjects:
 - a. Customs, agriculture, and immigration orientation.
 - b. Preparation of border clearance forms.
 - c. Exemptions.
 - d. Art of inspection.
 - e. Drugs and drug enforcement.
 - f. Firearms and ammunition.
 - g. Restricted and prohibited articles.
 - h. Customs enforcement.
 - i. Inspection workshops (On-the-job training under supervision).
 - j. Smuggling methods of operation and concealment and detection techniques.
5. HQ USTRANSCOM J5-LT will be notified when an MCI-E capability has been established.

E. APPOINTMENT

1. MCI-Es will be appointed by the base commander and certified on CF-55 by the local Port Director of Customs.
2. Certification/appointments are command specific and automatically terminate when an MCI-E is transferred to a new command.
3. The base MCI-E Program should be re-certified annually. Re-certification and refresher training for individual MCI-E's should be conducted periodically as conditions change or the individual situation warrants, and may be accomplished at the same time as program re-certification.
4. USDA Regulations. MCI-Es or other appropriate military or civilian personnel may also be designated to enforce USDA regulations. When this designation is necessary, the USDA will conduct the training. Local contact points for the USDA can be obtained from the USDA, APHIS, PPQ. See Chapter 505 for USDA information.

CHAPTER 508

US EXPORT REQUIREMENTS

A. GENERAL

1. This chapter outlines US Customs and Border Clearance requirements for export shipments of DOD property and DOD-sponsored Security Assistance Program (SAP) (Foreign Military Sales (FMS) and Grant Aid) shipments exported from the CTUS. This policy applies to DOD shipments from and to DOD activities and non-DOD activities (contractor or vendor) by both commercial and military carriers. It applies to shipments of US Munitions List (USML) items regulated by the Department of State, Office of Defense Trade Controls (ODTC) and non-USML items regulated by the Department of Commerce, Bureau of Export Administration (BXA). Export shipments of non-government owned material exiting the US must comply with federal export licensing/permit requirements.
2. Almost all DOD shipments are exempt from export license requirements. The key to exporting DOD property is to properly document the shipment so that it is clearly identified as DOD property and not commercial or private sector owned.

B. POLICY

It is DOD policy to comply with US Export laws as they relate to DOD shipments and to Security Assistance program shipments that are exported via the DTS, in the most efficient manner possible without unnecessarily delaying the movement of DOD-sponsored shipments. US export requirements are generally outlined in 15 CFR, Commerce and Foreign Trade and 22 CFR, Foreign Relations. Applicable sections of these regulations are referenced in the following paragraphs.

C. PRINCIPAL REGULATORY AGENCIES

1. The Department of Commerce, BXA. The Export Administration Act of 1979, as amended, controls “dual-use” items (commercial items, which could have military applications) and is administered by the Department of Commerce through 15 CFR. The BXA is the primary licensing agency for dual use exports. Agency information, telephone numbers, and basic commodities, which may require export licenses, are available on the US Department of Commerce, BXA web site, <http://www.bxa.doc.gov>.
 - a. Of those exports and re-exports subject to the Export Administration Regulation, a relatively small percentage requires the submission of a license application to the Department of Commerce. Most DOD shipments are exempt from Department of Commerce export license requirements. License requirements are dependent upon an item’s technical characteristics, the destination, the end-use, and the end-user, and other activities of the end-user. For information on procedures for determining whether or not an export license is required and which agency has jurisdiction, refer to the BXA web page above. Documentation requirements for claiming export license exemptions are described in the following paragraphs.
 - b. The Department of Commerce, Bureau of the Census, collects data on exports and maintains export statistics for regulating export of defense articles. These apply to both commercial exports and Security Assistance Program exports. The Census Bureau website is <http://www.census.gov/foreign-trade/www/index.html>.
2. The Department of State, ODTC. The Arms Export Control Act (AECA), controls munitions items and is administered by the Department of State, ODTC. The AECA governs most aspects

of defense trade and security assistance. The AECA establishes parameters for the export of defense articles and defense services and the corresponding regulations are included in 22 CFR, 120-130, International Traffic in Arms Regulations (ITAR). The ODTC controls the permanent and temporary export and temporary import of defense articles and defense services by taking final action on license applications and other requests for approval for defense trade exports and re-transfers. The ODTC also handles matters related to defense trade compliance, enforcement and reporting.

- a. USML. The USML is a set of defense articles and defense services that have the following characteristics:
 - (1) Is specifically designed, developed, configured, adapted, or modified for a military application, and
 - (2) Does not have performance equivalent (defined by form, fit and function) to those of an article or service used for civil applications; or
 - (3) Is specifically designed, developed, configured, adapted, or modified for a military application, and has significant military or intelligence applicability such that control under this subchapter is necessary.
- b. As a result of these characteristics, most weapon systems and their components will be covered by the USML. The following categories of defense articles and services are outlined in 22 CFR Part 121, The United States Munitions List:
 - (1) Firearms
 - (2) Artillery Projectors
 - (3) Ammunition
 - (4) Launch Vehicles, Guided Missiles, Ballistic Missiles, Rockets, Torpedoes, Bombs, and Mines
 - (5) Explosives, Propellants, Incendiary Agents, and their constituents
 - (6) Vessels of War and Special Naval Equipment
 - (7) Tanks and Military Vehicles
 - (8) Aircraft and Associated Equipment
 - (9) Military Training Equipment
 - (10) Protective Personnel Equipment
 - (11) Military Electronics
 - (12) Fire Control, Range Finder, Optical and Guidance and Control Equipment
 - (13) Auxiliary Military Equipment
 - (14) Toxicological Agents and Equipment and Radiological Equipment
 - (15) Spacecraft Systems and Associated Equipment
 - (16) Nuclear Weapons Design and Test Equipment
 - (17) Classified Articles, Technical Data and Defense Services not otherwise enumerated
 - (18) Submersible Vessels, Oceanographic and Associated Equipment
 - (19) Miscellaneous Articles.

- c. For the purposes of determining whether an item is on the USML or not, shippers should use the demilitarization (DEMIL) codes to make that determination. DEMIL codes of “B, C, D, E, F, G, and P” indicate that the item is a USML item. A DEMIL code of “A” means that the item is not controlled. A DEMIL code of “Q” means that the item is controlled by the Department of Commerce. If the status of an item to be shipped is uncertain, it should be handled as though it were on the USML.
 - d. Most DOD shipments of USML items are exempt from export license requirements, under the provisions of 22 CFR 126.4, Shipments by or for United States Government Agencies. Documentation requirements necessary to claim this exemption are included in the following paragraphs. For additional information on the ITAR and the USML, which details defense items requiring an export license, contact the ODTC, Bureau of Political-Military Affairs, Department of State (<http://www.state.gov>).
3. Other departments and agencies have regulatory jurisdiction over certain types of exports and re-exports. Some of these agencies, which license defense related material, include:
- a. Department of Treasury, Office of Foreign Assets Controls, which administers and enforces economic and trade sanctions.
 - b. Nuclear Regulatory Commission, Office of International Programs, which licenses the exportation of nuclear material and equipment.
 - c. Department of Energy, Office of Arms Control and Nonproliferation, Export Control Division, which licenses nuclear technology and technical data for nuclear power and special nuclear materials.
 - d. Department of Energy, Office of Fuels Programs, which licenses natural gas and electric power.
 - e. Defense Threat Reduction Agency (DTRA)-Technology Security. A DOD agency responsible for the development and implementation of policies on international transfers of defense related technology. DTRA also reviews certain dual use export license applications referred by the Department of Commerce.

D. EXPORT DOCUMENTATION REQUIREMENTS FOR DOD-OWNED PROPERTY

1. Responsibilities.
- a. The USCS is responsible for ensuring that all goods entering and exiting the US do so IAW all applicable US laws and regulations.
 - b. The BXA and the ODTC are responsible for commodity licensing requirements.
 - c. DOD TOs are responsible for ensuring proper documentation is provided for export shipments. This may include information on the BL or carrier airway bill and completion of an electronic or manual Shippers Export Declaration (SED). A copy of the manual US Department of Commerce Form 7525-V Shippers Export Declaration is at Figure 508-1.

U.S. DEPARTMENT OF COMMERCE — U.S. CENSUS BUREAU — Economics and Statistics Administration — BUREAU OF EXPORT ADMINISTRATION					
FORM 7525-V (7-25-2000)		SHIPPER'S EXPORT DECLARATION		OMB No. 0907-0152	
1a. U.S. PRINCIPAL PARTY IN INTEREST (USPPI) (Complete name and address)			2. DATE OF EXPORTATION		3. TRANSPORTATION REFERENCE NO.
b. USPPI EIN (IRS) OR ID NO.			c. PARTIES TO TRANSACTION Related <input type="checkbox"/> Non-related <input type="checkbox"/>		
4a. ULTIMATE CONSIGNEE (Complete name and address)					
b. INTERMEDIATE CONSIGNEE (Complete name and address)					
5. FORWARDING AGENT (Complete name and address)					
6. POINT (STATE) OF ORIGIN OR FTZ NO.			7. COUNTRY OF ULTIMATE DESTINATION		
8. LOADING PIER (Vessel only)		9. METHOD OF TRANSPORTATION (Specify)		14. CARRIER IDENTIFICATION CODE	
10. EXPORTING CARRIER		11. PORT OF EXPORT		15. SHIPMENT REFERENCE NO.	
12. PORT OF UNLOADING (Vessel and air only)		13. CONTAINERIZED (Vessel only) Yes <input type="checkbox"/> No <input type="checkbox"/>		16. ENTRY NUMBER	
17. HAZARDOUS MATERIALS Yes <input type="checkbox"/> No <input type="checkbox"/>		18. IN BOND CODE		19. ROUTED EXPORT TRANSACTION Yes <input type="checkbox"/> No <input type="checkbox"/>	
20. SCHEDULE B DESCRIPTION OF COMMODITIES (Use columns 22-24)					
(21) QTY or M	(22) SCHEDULE B NUMBER	(23) QUANTITY - SCHEDULE B UNIT(S)	(24) SHIPPING WEIGHT (Kilograms)	(25) VIN/PRODUCT NUMBER/ VEHICLE TITLE NUMBER	(26) VALUE (U.S. dollars, omit cents) (Selling price or cost if not sold)
27. LICENSE NO./LICENSE EXCEPTION SYMBOL/AUTHORIZATION			28. ECCN (When required)		
29. Duty authorized officer or employee			The USPPI authorizes the forwarder named above to act as forwarding agent for export control and customs purposes.		
30. I certify that all statements made and all information contained herein are true and correct and that I have read and understood the instructions for preparation of this document, set forth in the "Correct Way to Fill Out the Shipper's Export Declaration." I understand that civil and criminal penalties, including forfeiture and sale, may be imposed for making false or fraudulent statements herein, failing to provide the requested information, or for violation of U.S. laws on exportation (19 U.S.C. Sec. 305; 22 U.S.C. Sec. 401; 18 U.S.C. Sec. 1001; 50 U.S.C. App. 2410).					
Signature			31. AUTHENTICATION (When required)		
Title			E-mail address		
Date					
Telephone No. (include Area Code)					

This form may be printed by private parties provided it conforms to the official form. For sale by the Superintendent of Documents, Government Printing Office, Washington, DC 20462, and local Customs District Directors. The "Correct Way to Fill Out the Shipper's Export Declaration" is available from the U.S. Census Bureau, Washington, DC 20233.

Figure 508-1. US Department of Commerce Form 7525-V Shippers Export Declarations

- d. DOD and contractor/vendor TOs are responsible for assuring that all shipping documents, customs forms, and markings on packaging are complete and free of abbreviations or acronyms. Also, they must show the appropriate military Service or Defense Agency is

shown as the importer, exporter and/or consignee on all shipping documents and customs forms.

- e. DOD shippers are responsible for providing information to support TO completion of appropriate customs documentation on the DD Form 1348-1A, Issue Release/Receipt Document, Figure 508-2, DD Form 1149, Requisition and Invoice/Shipment Shipping Document, Figure 508-3, or other alternative shipping documents. DOD shippers are also responsible for identifying if the end user is other than a DOD activity outside the US.

DD FORM 1348-1A, JUL 91 (EG) ISSUE RELEASE/RECEIPT DOCUMENT																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
27. ADDITIONAL DATA				28. RIC (4-6) UP (23-24) QTY (25-29) CON CODE (71) DIST (55-56) UP (74-80)				25. NATIONAL STOCK NO. & ADD (8-22)				24. DOCUMENT NUMBER & SUFFIX (30-44)																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																												
<table border="1"> <tr> <td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td>32</td><td>33</td><td>34</td><td>35</td><td>36</td><td>37</td><td>38</td><td>39</td><td>40</td><td>41</td><td>42</td><td>43</td><td>44</td> </tr> <tr> <td colspan="15"></td> <td colspan="10">CYCLO</td> <td colspan="10"></td> </tr> <tr> <td colspan="15"></td> <td colspan="10">FROM</td> <td colspan="10"></td> </tr> <tr> <td colspan="15"></td> <td colspan="10">QUANTITY</td> <td colspan="10"></td> </tr> <tr> <td colspan="15"></td> <td colspan="10">SUPPLY</td> <td colspan="10"></td> </tr> <tr> <td colspan="15"></td> <td colspan="10">ADDRESS</td> <td colspan="10"></td> </tr> <tr> <td colspan="15"></td> <td colspan="10">UNIT</td> <td colspan="10"></td> </tr> <tr> <td colspan="15"></td> <td colspan="10">DIS</td> <td colspan="10"></td> </tr> <tr> <td colspan="15"></td> <td colspan="10">PRO</td> <td colspan="10"></td> </tr> <tr> <td colspan="15"></td> <td colspan="10">R</td> <td colspan="10"></td> </tr> <tr> <td colspan="15"></td> <td colspan="10">E</td> <td colspan="10"></td> </tr> <tr> <td colspan="15"></td> <td colspan="10">O</td> <td colspan="10"></td> </tr> <tr> <td colspan="15"></td> <td colspan="10">P</td> <td colspan="10"></td> </tr> <tr> <td colspan="15"></td> <td colspan="10">D</td> <td colspan="10"></td> </tr> <tr> <td colspan="15"></td> <td colspan="10">C</td> <td colspan="10"></td> </tr> <tr> <td colspan="15"></td> <td colspan="10">M</td> <td colspan="10"></td> </tr> <tr> <td colspan="15"></td> <td colspan="10">I</td> <td colspan="10"></td> </tr> <tr> <td colspan="15"></td> <td colspan="10">N</td> <td colspan="10"></td> </tr> <tr> <td colspan="15"></td> <td colspan="10">O</td> <td colspan="10"></td> </tr> <tr> <td colspan="15"></td> <td colspan="10">F</td> <td colspan="10"></td> </tr> <tr> <td colspan="15"></td> <td colspan="10">A</td> <td colspan="10"></td> </tr> <tr> <td colspan="15"></td> <td colspan="10">V</td> <td colspan="10"></td> </tr> <tr> <td colspan="15"></td> <td colspan="10">D</td> <td colspan="10"></td> </tr> <tr> <td colspan="15"></td> <td colspan="10">P</td> <td colspan="10"></td> </tr> <tr> <td colspan="15"></td> <td colspan="10">N</td> <td colspan="10"></td> </tr> <tr> <td colspan="15"></td> <td colspan="10">I</td> <td colspan="10"></td> </tr> <tr> <td colspan="15"></td> <td colspan="10">D</td> <td colspan="10"></td> </tr> </table>															1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44																CYCLO																																			FROM																																			QUANTITY																																			SUPPLY																																			ADDRESS																																			UNIT																																			DIS																																			PRO																																			R																																			E																																			O																																			P																																			D																																			C																																			M																																			I																																			N																																			O																																			F																																			A																																			V																																			D																																			P																																			N																																			I																																			D																			
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																													
															CYCLO																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
															FROM																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
															QUANTITY																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
															SUPPLY																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
															ADDRESS																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
															UNIT																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
															DIS																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
															PRO																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
															R																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
															E																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
															O																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
															P																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
															D																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
															C																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
															M																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
															I																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
															N																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
															O																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
															F																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
															A																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
															V																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
															D																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
															P																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
															N																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
															I																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
															D																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
<table border="1"> <tr> <td colspan="5">5. DOC DATE & NMFC</td> <td colspan="5">7. FRT RATE</td> <td colspan="5">8. TYPE CARGO</td> <td colspan="5">9. PS</td> </tr> <tr> <td colspan="5">10. QTY. RECD</td> <td colspan="5">11. UP</td> <td colspan="5">12. UNIT WEIGHT</td> <td colspan="5">13. UNIT CUBE</td> <td colspan="5">14. UFG</td> </tr> <tr> <td colspan="5">15. SL</td> <td colspan="5"></td> <td colspan="5"></td> <td colspan="5"></td> </tr> <tr> <td colspan="15">16. FREIGHT CLASSIFICATION NOMENCLATURE</td> </tr> <tr> <td colspan="15">17. ITEM NOMENCLATURE</td> </tr> <tr> <td colspan="5">18. TV COUNT</td> <td colspan="5">19. NO COUNT</td> <td colspan="5">20. TOTAL WEIGHT</td> <td colspan="5">21. TOTAL CUBE</td> </tr> <tr> <td colspan="5">22. RECEIVED BY</td> <td colspan="5"></td> <td colspan="5">23. DATE RECEIVED</td> <td colspan="5"></td> </tr> </table>															5. DOC DATE & NMFC					7. FRT RATE					8. TYPE CARGO					9. PS					10. QTY. RECD					11. UP					12. UNIT WEIGHT					13. UNIT CUBE					14. UFG					15. SL																				16. FREIGHT CLASSIFICATION NOMENCLATURE															17. ITEM NOMENCLATURE															18. TV COUNT					19. NO COUNT					20. TOTAL WEIGHT					21. TOTAL CUBE					22. RECEIVED BY										23. DATE RECEIVED																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																												
5. DOC DATE & NMFC					7. FRT RATE					8. TYPE CARGO					9. PS																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
10. QTY. RECD					11. UP					12. UNIT WEIGHT					13. UNIT CUBE					14. UFG																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																				
15. SL																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
16. FREIGHT CLASSIFICATION NOMENCLATURE																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
17. ITEM NOMENCLATURE																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
18. TV COUNT					19. NO COUNT					20. TOTAL WEIGHT					21. TOTAL CUBE																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
22. RECEIVED BY										23. DATE RECEIVED																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																														
1. TOTAL PRICE															2. SHIP FROM															3. SHIP TO																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																										
UNIT PRICE															DOLLARS															CTS																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																										
DOLLARS CTS															4. MARK FOR																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									

PerFORM (DLA)

PREVIOUS EDITION MAY BE USED

Figure 508-2. DD Form 1348-1A, Issue Release/Receipt Document

SHIPPING CONTAINER TALLY

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50

REQUISITION AND INVOICE/SHIPPING DOCUMENT

The public reporting burden for this collection of information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any aspect of this collection of information, including suggestions for reducing this burden, to Washington Headquarters Service, Directorate for Information Operations and Reports (0704-0148), 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.

PLEASE DO NOT RETURN YOUR FORM TO THIS ADDRESS. RETURN COMPLETED FORM TO THE ADDRESS IN ITEM 2.

1. FROM: (Include ZIP Code)

2. TO: (Include ZIP Code)

3. SHIP TO - MARK FOR

4. APPROPRIATIONS DATA

5. SHEET NO. OF SHEETS

6. REQUISITION DATE

7. DATE MATERIAL REQUIRED (YYYYMMDD)

8. PRIORITY

9. AUTHORITY OR PURPOSE

10. SIGNATURE

11. VOUCHER NUMBER & DATE (YYYYMMDD)

12. DATE SHIPPED (YYYYMMDD)

13. MODE OF SHIPMENT

14. BILL OF LADING NUMBER

15. AIR MOVEMENT DESIGNATION OR PORT REFERENCE NO.

AMOUNT

16. TRANSPORTATION VIA MATS OR MATS CHARGEABLE TO

17. SPECIAL HANDLING

18. ISSUED BY

19. CONTAINERS RECEIVED EXCEPT AS NOTED

20. RECEIVED EXCEPT AS NOTED

21. POSTED

22. TOTAL CUBE

23. TOTAL WEIGHT

24. DESCRIPTION

25. TOTAL CON. TAINERS

26. TYPE CON. TAINER

27. CHECKED BY

28. FAULTED BY

29. TOTAL

30. SHEET TOTAL

31. GRAND TOTAL

32. RECEIVER'S VOUCHER NO.

DD FORM 1149, APR 2000

51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100

PREVIOUS EDITION MAY BE USED.

Figure 508-3. DD Form 1149, Requisition and Invoice/Shipment Shipping Document

2. SED. SEDs are used for compiling official US Export Statistics and for export control purposes. Requirements for SEDs are found in 15 CFR, Part 30, Foreign Trade Statistics, and in the ITAR, 22 CFR Part 120-130. Some shipments may not need an SED. Specific requirements are identified in the following paragraphs. The SED submission may be made using one of the following methods:
 - a. Electronically through a direct interface between the DOD shipper system and USCS Automated Export System (AES)

- b. Through AESDirect, the U.S. Census Bureau's free, internet based system for filing Shipper's Export Declaration (SED) information to the AES. Instructions for using AESDirect can be found at the following website: <http://www.aesdirect.gov/>.
 - c. Manually. Instructions for completing the manual SED can be found at the following website: <http://www.census.gov/foreign-trade/www/correct.way.html>.
- 3. Export Documentation Requirements for Non-USML DOD-owned property. For shipments originating in the US that are not on the USML the following guidance applies:
 - a. A CBL or carrier airway bill may be used for these shipments.
 - b. IAW 15 CFR 30.52 Special Exemptions for Shipments to the U.S. Armed Services, if the shipment is consigned to the US armed services for their exclusive use, including shipments to Armed Services Exchange Systems, an SED is not required. However, the following statement must be cited on the shipping papers: "This shipment is exempt from a SED requirement based on 15 CFR 30.52".
- 4. Export Documentation Requirements for USML DOD-owned property. For shipments that are on the USML the following guidance applies:
 - a. USML shipments between DOD activities (military installations or other DOD depots, etc.). The ODTIC has granted a temporary waiver to the Government Bill of Lading (GBL) and SED requirements of 22 CFR 126.4 for shipments between DOD activities. No GBL or SED is required for shipments, but DOD shippers must use the following procedures.
 - (1) Include the following statement in the remarks or description blocks of the shipping document (i.e., GBL, CBL, commercial invoice, Transportation Control and Movement Document): "This shipment contains Defense Articles controlled under the United States Munitions List and is for exclusive end use by DOD pursuant to a temporary waiver by the office of Defense Trade Controls later dated (insert applicable date here). USCS questions should be directed to duty phone (insert telephone number here), after hours phone (insert telephone number here)."
 - (2) USTRANSCOM will provide, via message, the current applicable date to insert in the statement.
 - (3) Inclusion of this statement, in and of itself, does not preclude the USCS from detaining shipments when routing or contents are questionable.
 - (4) Shipping document must contain the signature block (not signature) of the TO authorizing shipment.
 - (5) This temporary waiver does not apply to contractor-originated shipments.
 - (6) If unable to determine if the item is on the USML or not, shippers should cite the statement in paragraph D.4.a.(1) above.
 - (7) The statement and signature block may be programmed into either DOD shipper system or carrier proprietary system as applicable, but must appear on the shipping document.
 - b. USML shipments from or to contractor/vendors.
 - (1) The temporary waiver described in paragraph D.4.a. does not apply to contractor-originated shipments. USML shipments of DOD-owned property from contractors/vendors must be accompanied by a properly executed SED.
 - (2) Shipping document (BL or commercial invoice) should contain the following statement: "Property of (insert applicable military service or defense agency). Property will not

enter the trade of the country to which it is being shipped. No export license required - 22 CFR 126.4 Applicable.” (If the shipment is going to Canada, use 22 CFR 126.5.)

- (3) If the shipment is going to a DOD contractor for repair and will remain DOD property, the owning military Service or Defense Agency should be shown as the importer and/or exporter, and the consignee should be shown as the military Service or Defense Agency, c/o (insert contractor’s name and address).
- (4) The SED should be completed IAW instructions found at <http://www.census.gov/foreign-trade/www/correct.way.html>.

c. For shipments that do not fit these criteria, refer to 22 CFR for additional guidance.

E. SAP (FMS AND GRANT AID) SHIPMENTS

1. SAP shipments exported from the US via the DTS are exempt from Export License requirements. However, certain statements must be made on Bills of Lading used by shipping activities to route cargo to CTUS POEs to fulfill U.S. Customs requirements. Also, some DTS exports of SAP materiel require SEDs to insure that the exports are reported to the Department of Commerce and/or Department of State. FMS SAP shipments exported by FMS Customer Countries or their CTUS agents (usually referred to as “freight forwarders”) follow specific export regulations applicable to them. For further information regarding SAP procedures, see DTR, Part II, Appendix E and DOD 5105.38M, Security Assistance Management Manual, (SAMM), Chapter 5 that can be found at <http://www.dsca.osd.mil/samm/>.
2. DOD-Sponsored Transportation of FMS Material Directly to Customer Countries.
 - a. These are normally Delivery Term Codes (DTCs) 6, 7, 9, A, D, F, G and J shipments, and this transportation is referred to as movement via the DTS. For moving FMS materiel, the DTS falls into two categories. Under the first, an FMS shipment is exempt from both Export Licensing and SED requirements. Under the second, an FMS shipment is exempt from the Export License requirement only. Under either of these categories, USG/DOD/ has legal custody, but not title to or ownership of, the materiel.
 - b. When the DOD ships FMS materiel through the DTS in DOD-owned, controlled or arranged transportation (i.e., AMC airlift, MSC sealift or MTMC-booked sealift), the DOD shipping activity is exempt from both Export License and SED requirements.
 - c. When DOD ships FMS materiel via a commercial carrier (normally air) procured directly by a USG/DOD/ shipping activity without direct involvement of AMC, MSC or MTMC; a SED must be prepared by the shipping activity.
 - d. Annotation of Transportation Documents.
 - (1) For shipments falling into Paragraph 2.b. above, the following must be annotated in GBLs and other transportation documents:

“(Applicable Military Department)-Sponsored Foreign Military Sales Shipment--No Export Declaration or License Required. 22 CFR 126.4(a) applicable.”

The signature of the issuing officer on the GBL serves as a certification of this statement. It must appear in a GBL used to ship FMS cargo to a CONUS Water POE/Aerial POE where the cargo will be loaded into the overocean conveyance.

- (2) For shipments falling into Paragraph 2.c. above, the following must be annotated in GBLs and other transportation documents:

“(Applicable Military Department)-Sponsored Foreign Military Sales Shipment--No Export License Required. 22 CFR 126.4(a) applicable.”

The signature of the issuing officer on the BL serves as a certification of this statement.

- e. Non-USG/DOD Use of These Exemptions. Under no circumstances will the exemptions discussed above be extended to shipments made by any foreign government or its agent (“freight forwarder”).
 - f. Report of DTS FMS Exports. All USG/DOD-sponsored FMS shipments falling into the categories discussed in Paragraph 2.b. above will be reported by MTMC, AMC or MSC to the applicable implementing agency (e.g., U.S. Army Security Assistance Command, Air Force Security Assistance Center, etc.). The implementing agency then forwards the data to the Foreign Trade Division, Bureau of Census, Department of Commerce, in the Foreign Trade Report to comply with the conditions under which the above-mentioned waiver was granted and to satisfy the export data requirements of the Department of Commerce.
 - g. DTC Changes. Circumstances may occur during the implementation of an FMS Case/ Letter of Offer and Acceptance (LOA) that will require changes to DTCs after requisitions have been processed and assigned their Military Standard Requisition and Issue Procedures (MILSTRIP) document numbers. These MILSTRIP documents (e.g., requisitions or Material Release Orders) contain the DTC assigned in the original LOA in record position 34. Since Transportation Control Numbers (TCNs) are constructed directly from MILSTRIP document numbers, the fifth position of a TCN for a FMS shipment will contain the DTC. When a DTC is changed for moving cargo to a Customer Country, the authority for the change is documented in the applicable FMS Case/LOA. MILSTRIP, however, prohibits changing a MILSTRIP document number (and therefore the related TCN) once it has been generated and entered into the DOD logistics system. For this reason, shipping activities must be advised in writing by their Materiel Managers that an FMS shipment must be processed under a DTC other than the one contained in the applicable MILSTRIP document(s) and TCN.
3. Shipments of FMS Purchased Materiel Through Country Representatives or Freight Forwarders.
- a. Either the purchaser or the freight forwarder may obtain the authorization to export and import SAP materiel furnished under a Letter of Offer and Acceptance (LOA). If the freight forwarder is assigned this responsibility, it must be registered with the Department of State, ODTIC, as the purchaser’s agent. Procedures for obtaining export approval are shown in DOD 5105.38M, Chapter 5 that can be found at <http://www.dsca.osd.mil/samm/>.

b. The country representative or their freight forwarder must file the following documents with the district Director of Customs at the US port of exit prior to actual shipment.

- (1) Foreign Military Sales program-Department of State Form DSP-94, Authority to Export Defense Articles and Defense Services Sold Under the Foreign Military Sales Program, Figure 508-4.

<div style="display: inline-block; vertical-align: middle; text-align: center;"> UNITED STATES OF AMERICA DEPARTMENT OF STATE AUTHORITY TO EXPORT DEFENSE ARTICLES AND DEFENSE SERVICES SOLD UNDER THE FOREIGN MILITARY SALES PROGRAM </div>		
<p>This form, when properly executed and accompanied by an authenticated Department of Defense Offer and Acceptance (DD form 15-131), constitutes authority under section 128.6 of the International Traffic in Arms Regulations (ITAR) to export the defense articles and defense services listed thereon. This form may be used in lieu of a Department of State export license to export defense articles and services sold by the Department of Defense under the Foreign Military Sales (FMS) program. This export authority is valid for 2 years from the date shown in item 12 below.</p> <p>The Department of State may, without prior notice to the exporter, deny, revoke, suspend, or amend this authority consistent with ITAR section 128.7.</p> <p>Willful violation of the ITAR, making an untrue statement of a material fact, or omission of a material fact required to be stated on this form are subject to prosecution and, upon conviction, fines up to \$100,000 or up to 2 years' imprisonment, or both. (Section 381c, Arms Export Control Act)</p>		
1. PM/DTC Applicant Code	2. Country of Ultimate Destination/Purchaser	3. Port of Exit from U.S.
4. Applicant's Name, Address, ZIP Code, Tel. No.	5. Foreign Military Sales Case Identifier	6. Date of FMS Case Implementation
	7. Total Value of Defense Articles and Defense Services of Original FMS Case \$ _____	
	8. Only the unshipped balance, valued at \$ _____, of this FMS case is covered by this DSP-94. Previous shipments of this FMS case were covered by a Form DSP-94 dated _____ and/or Department of State license No. _____	
9. Form DSP-94 constitutes an amendment to the value and/or quantity of defense articles and services authorized under this FMS case as shown in the attached-amended DD Form 1513. <div style="display: flex; justify-content: space-around;"> Yes <input type="checkbox"/> No <input type="checkbox"/> </div>		
10. If exporter is a freight forwarder acting on behalf of a foreign government or diplomatic mission, provide the name, address, and telephone number of the foreign official in the U.S. familiar with the FMS case.		
11. U.S. Munitions List Categories (see section 121.1 of the ITAR). Please check the appropriate categories to indicate the types of defense articles and/or defense services included on this FMS case:		
I. _____	VI. _____	XI. _____
II. _____	VII. _____	XII. _____
III. _____	VIII. _____	XIII. _____
IV. _____	IX. _____	XIV. _____
V. _____	X. _____	XV. _____
		XVI. _____
		XVII. _____
		XVIII. _____
		XIX. _____
		XX. _____
		XXI. _____
12. Exporter's Statement I, _____, hereby exercise the authority to effect the export described described above; warrant the truth of all statements made herein; and acknowledge, understand, and will comply with the provisions of Title 22 CFR Parts 120-130 and any conditions and limitations imposed.		
Signature _____		Date _____
(Authority valid for 24 months from above date.)		
<div style="display: flex; justify-content: space-between;"> FORM 12-91 DSP-94 1 - AUTHORITY TO EXPORT </div>		

Figure 508-4. DSP-94, Authority to Export Defense Articles and Defense Services Sold Under the Foreign Military Sales Program

- (2) A copy of the authenticated LOA.
- (3) Shipper's export declaration.

- c. FMS Shipments on Foreign-Owned Military Aircraft and Naval Vessels. A license from the ODTIC is not required if the article or technical data is to be exported from the US on a military aircraft or naval vessel of that government or organization under the provisions of 22 CFR 126.6, Foreign-Owned Military Aircraft and Naval Vessels, and the Foreign Military Sales Program. Detailed procedures for this type of export can be found in DOD 5105.38M, Chapter 5, Section 50303.
- 4. Overseas Customs Clearance. The FMS customer country is responsible for obtaining overseas customs clearance of all FMS materiel through its customs agencies for receipt of the materiel at the country port of discharge.

F. POV EXPORT REQUIREMENTS

- 1. Interpretation and application of 19 CFR 192, Export Control and 19 CFR 192.1 Definitions. The following are general definitions for the purposes of 19 CFR 192.2, Requirements for Exportation:
 - a. Certified. “Certified” when used with reference to copy, means a document issued by an authorized authority that includes on it a signed statement by the authority that the copy is an authentic copy of the original.
 - b. Copy. “Copy” refers to a duplicate or photocopy of an original document. When there is any writing on the backside of an original document, a “complete copy” means that both sides of the document are copied.
 - c. Export. “Export” refers to the transportation of merchandise out of the US for the purpose of being entered into the commerce of a foreign country.
 - d. Self-Propelled Vehicle. “Self-propelled” vehicle includes any automobile, truck, tractor, bus, motorcycle, motor scooter, motor home, self-propelled agricultural machinery, self-propelled construction equipment, self-propelled special use equipment, and any other self-propelled vehicle used or designed for running on land but not rail.
 - e. Ultimate Purchaser. “Ultimate Purchaser” means the first person, other than a dealer purchasing in his/her capacity as a dealer, who in good faith purchases a self-propelled vehicle for purposes other than resale.
 - f. Used. “Used” refers to any self-propelled vehicle where the equitable or legal title to which has been transferred by a manufacturer, distributor, or dealer to an ultimate purchaser.
 - g. Documentary Status. It is the responsibility of the reviewing inspector to ensure that an original certificate of title is presented as provided for in 19 CFR 192.2 (b), Documentation Required. The certificate of title is the core requirement in the Customs export process, regardless of the vehicle’s economic value, physical condition, or operating order.
 - h. Structure of the Regulations. Procedurally, all exporters or their agents who present a document to Customs are to begin at 19 CFR 192.2 (b) (1) (i), Vehicles Issued an Original Certificate of Title and then progress through each subsection until the exporter arrives at the section and subsection(s) that apply to the vehicle that has been presented to Customs for export. This procedure ensures that no requirement is misinterpreted, misapplied, or circumvented by either the exporter or the reviewing Customs officer.
- 2. Section 192.2.
 - a. Basic requirements. A person attempting to export a used self-propelled vehicle will present to Customs, at the port of exportation, both the vehicle and the required documentation describing the vehicle to include the VIN or, if the vehicle does not have a VIN, the product

identification number. Exportation of a vehicle will be permitted only upon compliance with these requirements, unless the vehicle was entered into the US under an in-bond procedure, a carnet, a Temporary Importation Bond, or under a personal exemption for non-residents who entered the vehicle for a 1-year period.

b. Documentation required.

(1) For US Titled Vehicles:

- (a) Vehicles issued an original certificate of title. For used, self-propelled vehicles, issued by any jurisdiction in the US, with a Certificate of Title or a Salvage Title that remains in force, the owner must provide to Customs the original Certificate of Title or a Certified Copy of the Certificate of Title and two complete copies of the original Certificate of Title or the Certified Copy of the original.
- (b) Where title evidences third-party ownership/claims. If the used, self-propelled vehicle is leased or in the case of a vehicle where a recorded lien exists in the US, in addition to complying with paragraph F.2.b.(1)(a) of this section, the provisional owner must provide to Customs a separate writing from the third-party-in interest which expressly provides that the subject vehicle may be exported. This writing must be on the third-party's letterhead paper and contain a complete description of the vehicle including the VIN, the name of the lessor of the leased vehicle or lien-holder, and the telephone numbers at which that lessor or lien-holder may be contacted and must bear an original signature of the third-party and state the date it was signed.
- (c) Where USG employees are involved. If the used self-propelled vehicle is owned by a USG employee and is being exported in conjunction with that employee's reassignment abroad pursuant to official travel orders, then, in lieu of complying with paragraph F.2.b. of this section, the employee may be required to establish that he/she has complied with the sponsoring agency's internal travel department procedures for vehicle export.

(2) For Foreign-Titled Vehicles. For used, self-propelled vehicles that are registered or titled abroad, the owner must provide to Customs the original document that provides satisfactory proof of ownership (with an English translation of the text if the original language is not in English), and two complete copies of that document (and translation, if necessary).

(3) For Untitled Vehicles.

- (a) Newly manufactured vehicles, issued a Manufacturer's Statement of Origin (MSO). For newly manufactured, self-propelled vehicles that are purchased from a US manufacturer, distributor, or dealer that become used and are issued an MSO, but not issued a certificate of title by any jurisdiction of the US, the owner must provide to Customs at the time and place specified in this section, an original MSO and two complete copies of the original MSO.
- (b) Newly manufactured vehicles not issued an MSO. For newly-manufactured, self-propelled vehicles purchased from a US manufacturer, distributor, or dealer that become used and not issued an MSO or a Certificate of Title by any jurisdiction of the US, the owner must establish that the jurisdiction from where the vehicle comes does not have any ownership documentation requirements regarding such vehicles and provide to Customs, at the time and place specified in this section, an original

document that proves ownership, such as a dealer's invoice, and two complete copies of such original documentation.

- (c) Vehicles issued a junk or scrap certificate. For vehicles for which a junk or scrap certificate, issued by any jurisdiction of the US, remains in force, the owner must provide to Customs the original certificate or a certified copy of the original document and two complete copies of the original document or certified copy of the original.
- (d) Vehicles issued a title or certificate that is not in force or are otherwise not registered. For vehicles that were issued, by any jurisdiction of the US, a title or certificate that is no longer in force, or that are not required to be titled or registered, and for which an MSO was not issued, the owner must establish that the jurisdiction from where the vehicle comes does not have any ownership documentation requirements regarding such vehicles and provide to Customs the original document that shows the basis for ownership or right of possession, such as a bill of sale, and two complete copies of that original document. Further, the owner must certify in writing to Customs that the procurement of the vehicle was a bona fide transaction, and that the vehicle presented for export is not stolen.

c. When presented:

- (1) Exportation by vessel or aircraft. For those vehicles exported by vessel or aircraft, the required documentation and the vehicle must be presented to Customs at least 72 hours prior to export.
- (2) Exportation at land border crossing points. For those vehicles exported by rail, highway, or under their own power.
 - (a) The required documentation must be submitted to Customs at least 72 hours prior to export; and
 - (b) The vehicle must be presented to Customs at the time of exportation.

d. Where presented. Careful attention should be paid to 19 CFR 192.2 (d), Where Presented. Port Directors will establish locations at which exporters must present the required documentation and the vehicles for inspection. Port Directors will publicize these locations, including their hours of operation.

e. Authentication of documentation. Customs will determine the authenticity of the documents submitted. Once determined, Customs will mark the original documents. In most cases the original document(s) will be returned to the exporter. In those cases where the original title document was presented to and retained by Customs and cannot be found prior to the vehicle's export, the exporter's authenticated copy of the original documentation serves as evidence of compliance with the reporting requirements.

THIS PAGE INTENTIONALLY LEFT BLANK

CHAPTER 509

GENERAL GUIDANCE FOR FOREIGN CUSTOMS AND BORDER CLEARANCE

A. SCOPE

The following chapters outline the Customs and Border Clearance requirements of nations outside the CTUS, where DOD either has established activities or conducts exercises. They identify governing regulations or directives, establish clearance requirements and procedures, and list organizational POCs responsible for the entry/exit of material and personnel for the various countries listed for each Theater Commander. Theater Commanders will determine which nations require an annex in this publication and the order in which they are developed and published.

B. POLICY

1. See Chapter 501 for overall policy under the DOD CBCP. Policy specific to foreign customs and border clearance follows.
2. It is the policy of the DOD to comply with foreign customs and border clearance laws and regulations without unnecessarily limiting the effectiveness and efficiency of the DTS or placing unnecessary and costly restrictions on individual DOD members/employees.
3. Agricultural entrance requirements. US agricultural entrance requirements are outlined in Chapter 505. It is DOD policy that equal vigilance will be exercised in preventing the export of agricultural pests to foreign HNs. Generally, the same responsibilities of DOD activities for the prevention of agricultural pest movements apply to export shipments from the US to foreign countries as well as on imports to the US (clean, free of soil and pest infestations). Specific country requirements/ restrictions are listed under the applicable country.
4. Passenger entrance requirements. It is DOD policy that passengers traveling to foreign countries comply with entrance requirements as outlined in the DOD Foreign Clearance Guide (<http://www.fcg.pentagon.mil>).
5. Personal property entrance requirements. It is DOD policy that members/employees shipping personal property to foreign countries comply with the requirements as outlined in the Personal Property Consignment Instruction Guide (PPCIG) (<http://www.mtmc.army.mil>) under Personal Property, International, and Consignment Instructions Guide.
6. Customs Brokers. Generally, the DOD moves cargo into a foreign country duty-free based on agreements between the USG and that foreign country. If possible, DOD representatives should complete all documentation associated with clearing foreign customs. Under some circumstances, such as lack of an agreement or no established procedures due to lack of day-to-day operations, it may be necessary to hire a customs broker to complete the necessary documentation (import and/or export) to clear customs in a particular foreign country. Use of customs brokers for foreign country customs clearance is not prohibited by this regulation. The theater commander Customs and Border Clearance Coordinator, in consultation with the foreign government, will determine if it is necessary to use a customs broker. Theater policy should address the following issues:
 - a. Planning. Generally, if customs broker services are required, it will be in support of an exercise. If outside customs broker services are considered, exercise planners should address those requirements early in the planning process to determine funding sources and contracting responsibilities.

- b. Contracting. Responsibility for contracting the customs broker must be established. Theater Commanders should consult diplomatic liaisons to determine if a contract currently exists for these services. If no contract exists, and it is determined that customs brokerage is required, the theater Commander may delegate this responsibility to a component organization in its AOR.
- c. Funding. If the customs broker is required to support an exercise, funding for those services should be identified separately, but budgeted in conjunction with other exercise funding requirements.
- d. If customs broker procedures are established for customs clearance in a particular country, that information should be included in the applicable country paragraph in the DOD Foreign Clearance Guide and this regulation.

C. RESPONSIBILITIES

- 1. For overall DOD CBCP responsibilities, see Chapter 501. Additional responsibilities, specific to foreign customs clearance, follow.
- 2. Theater Commanders are responsible for:
 - a. Developing overall policy and procedures for Customs and border clearance in their AOR. This includes publishing directives, as necessary, to implement those policies and procedures.
 - b. In conjunction with the Joint Staff and Department of State, establishing customs and border crossing arrangements with countries, regional authorities, and military alliances in their AOR. This does not require changes to the SOFA itself but may require changes in subordinate agreements or processes negotiated with a particular HN government.
 - c. Consulting with foreign governments to improve processes associated with customs and border clearance.
 - d. Planning and coordinating customs and border clearance procedures associated with exercises and contingencies within their AOR.
 - e. Identifying customs and border clearance requirements for countries in their AOR for inclusion in specific country annexes to this regulation.
- 3. USTRANSCOM is responsible for:
 - a. Developing, coordinating, and publishing overarching guidance (that applies to all DOD components and agencies) for foreign customs and border clearance policy.
 - b. Facilitating actions between various DOD components, other USG agencies, and foreign government agencies (in coordination with theater commander s), to improve foreign customs and border clearance processes.
 - c. Ensuring foreign customs and border clearance policy is compatible with the other functional areas covered by this regulation.
 - d. Providing methods to centralize the publication of, and access to consolidated information pertaining to customs and border clearance requirements and procedures for movement of DOD sponsored property and passengers worldwide. These methods include publication of this regulation and maintenance of the official DOD Customs and Border Clearance web pages.

D. COUNTRY ANNEX CONTENTS

1. Theater Commander Country Annexes of this regulation will, at a minimum, contain the following elements:
 - a. A general description of the Customs Clearance and Inspection Process for import shipments to the specified country.
 - b. A listing of pertinent theater implementing regulations and directives with web site addresses where they may be accessed.
 - c. Description of Customs/Border Clearance processes and procedures for inbound passenger, cargo, unit deployment, and personal property movements via the DTS.
 - d. Discussion of processes and procedures for inbound shipments by commercial vendors for both DOD-owned cargo and DVD cargo via commercial transportation.
 - (1) When consigned to a DOD Activity.
 - (2) When consigned to a commercial activity.
 - (3) Related process maps if available.
 - e. Import restrictions and prohibited items.
 - f. Firearms/Weapons.
 - g. Pets.
 - h. Any export requirements or restrictions.
 - i. Name, Installation, Address, Phone Number and E-mail Address for Theater Customs points of contact.

E. FORMAT

Format should be consistent with this Regulation and DOD standards.

THIS PAGE INTENTIONALLY LEFT BLANK

CHAPTER 510

UNITED STATES EUROPEAN COMMAND (USEUCOM)

A. GENERAL

1. Every country within the USEUCOM AOR has its own separate customs infrastructure. The USEUCOM AOR encompasses NATO members and their military forces, countries of the European Economic Union, Partnership for Peace countries, numerous other HNs, and the US military (includes related civilian/contractor force structure, family members and associated life support, e.g., schools, commissaries, Post Exchange, Base Exchange, Navy Exchange, etc). This chapter provides information on the transportation customs system and portions of the USEUCOM Customs Inspection Program (agricultural preclearance) as they relate to the distribution of DOD cargo. It will identify governing regulations or directives, establish clearance requirements and procedures, and organizational POCs responsible for the movement of material and personnel into, within and out of the various countries listed. The discussion that follows is not intended to change or establish US policy regarding customs clearance procedures within the USEUCOM AOR; it merely describes the current practice.
2. Within transportation there are basically two customs systems: the movement of cargo to/through the CONUS and the movement of cargo into, within, and out of the USEUCOM AOR. See Figure 510-1.

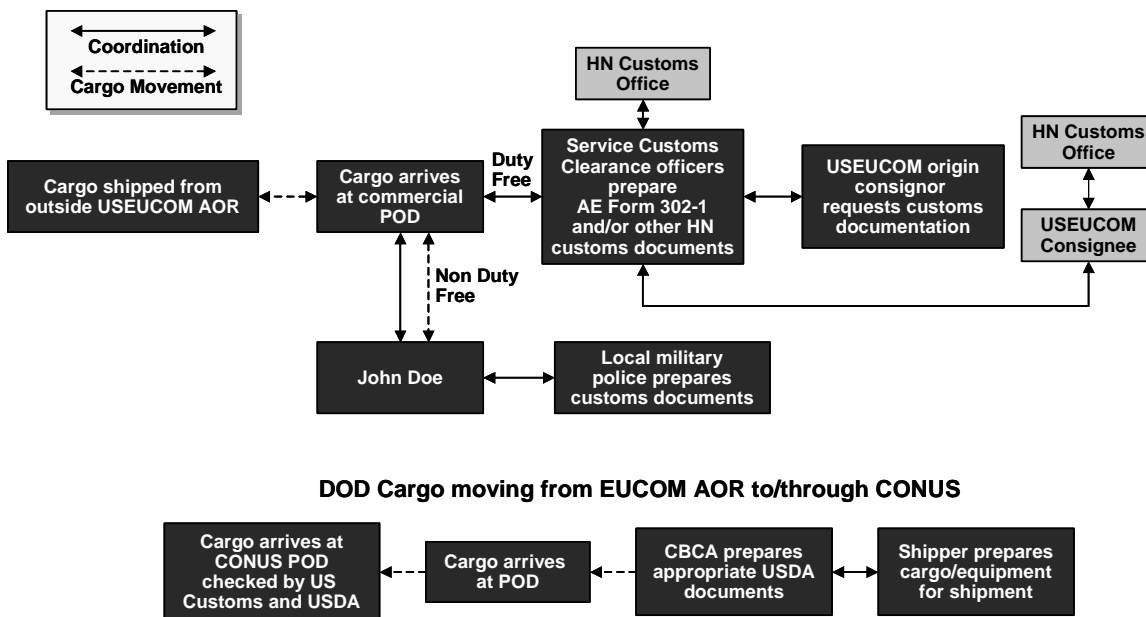


Figure 510-1. DOD Cargo Moving Into, Within, and Out of the USEUCOM AOR

- a. The first system concerns itself with the movement of DOD cargo, POVs, HHG or personnel and their personal articles carried by hand on Permanent Change of Station (PCS)/Temporary Duty/Deployment/Leave, from the USEUCOM AOR back to/through the CONUS. The custodial agent for management of this customs system at USEUCOM is the USEUCOM J1 Customs Executive Agency. The J1 has delegated the responsibilities of executive agent to the USAREUR Provost Marshall.
- b. The second system concerns itself with DOD cargo to be moved and used in an official capacity by US military forces stationed in the USEUCOM AOR or by civilian contractors

[illegible]

Figure 510-2. AE Form 3795, Request for Import/Export Customs Declaration

- a. USEUCOM Transportation policy and management are contained in USEUCOM Directive 64-1, Transportation Policy and Management. Appendix G, Customs, delineates policies, procedures, and responsibilities for customs planning and execution within the USEUCOM AOR.
- b. USEUCOM Directive 60-11, Common User Logistics in the USEUCOM AOR, assigns Service component commands to provide customs support on a geographic or functional basis.

- c. USEUCOM Directive 30-3, Military Agriculture Inspection Program, provides information on agricultural standards of USDA and US customs offices when shipping cargo back to or through the US.
 - d. All USEUCOM Directives can be found on the USEUCOM Electronic Library website at <http://www.eucom.mil/Directorates/ECJ1/Publications/main.htm&2>.
 - e. United States Army Europe (USAREUR) Regulation 55-355/United States Air Forces Europe (USAFE) Instruction 24-201/United States Naval Forces, Europe (NAVEUR) Instruction 4600.7 (series) Joint Transportation and Traffic Management Regulation, provides information for the movement of duty free cargo into, within, and out of the USEUCOM AOR. It gives specific detailed guidance regarding the use of AE Form 302-1 and other HN customs documents.
4. European Community (EC) Restrictions on the Entry of Non-Manufactured Wood Products (NMWP).
- a. Based on concerns about invasive species, the EC has issued restrictions on the entry of NMWP packing materials originating in Canada, China, Japan, and the US into the following EC countries: Austria, Belgium, Denmark, Finland, France, Germany, Greece, Italy, Luxembourg, Ireland, The Netherlands, Portugal, Spain, Sweden, and the United Kingdom. NMWP is defined as non-manufactured wood pallets, skids, boxes, crates, etc. that has not had sufficient processing to kill pests present in the raw wood. Restrictions do not apply to processed wood, such as plywood, used in packaging and crating. Hard (non-coniferous) wood is also exempt, but should be identified as such in shipments. There are three methods of making NMWP compliant: heat treatment of the wood at 56°C (133°F) for 30 minutes (56/30), fumigation, or chemical pressure treatment. Due to environmental considerations, use of the latter two methods should be minimized.
 - b. IAW USD (AT&L) memorandum, European Community (EC) Decision on the Entry of Non-Manufactured Wood Products (NMWP) into Europe, 8 September 2001, DOD activities were directed to take the following actions on US originated shipments to Europe:
 - (1) Modify all appropriate contracts for materiel and direct vendor deliveries to require any/all wood lumber, pallets, boxes, crates, etc. delivered to a DOD activity, worldwide, be heat-treated under the 56/30 requirements and marked to the American Lumber Standards Committee (ALSC) NMWP policy and enforcement standards.
 - (2) Require that all wood pallets, boxes, crates, etc. ordered/delivered from vendors be heat-treated and marked to the ALSC NMWP policy and enforcement standards.
 - (3) Require that all bulk lumber procured for the fabrication of pallets, boxes, crates, etc., be certified and marked as a part of the fabrication process, to the ALSC NMWP policy and enforcement standards. Activities using ALSC-certified lumber to make or repair wooden boxes or crates, skids and pallets, etc., must have formal processing procedures and documentation to ensure that only certified lumber leaves their fabrication point.
 - (4) Initiate acceptable measures to ensure all existing stocks of NMWP that are destined for the EC are pest free. Once treated, these wood products must be marked to the ALSC NMWP policy and enforcement standards.
 - (5) Establish, in conjunction with the USDA Animal Plant Health Inspection Service, ALSC or an ALSC- accredited agency, acceptable procedures for inspecting softwood and hardwood pallets, boxes, crates, etc. for signs of pest infestation (i.e., worm holes greater than 3mm in diameter; presence of bark; grub marks; and, an average moisture content of less than 20 percent).

- (6) Inspect, certify, replace or treat wood pallets, boxes, crates, etc., on all pre-positioned vessels, during routine rotation cycles.
 - (7) Ensure all DOD shippers create an inspection/verification routine to ensure all wood pallets, boxes, crates, etc. leaving the CONUS and OCONUS shipping activities, destined for Europe, meet the EC Decision.
 - (8) Ensure that all non-coniferous (unregulated) wood used in shipments be identified and certified as exempt from the EC Decision.
- c. Additional information can be found at the following USDA website:
<http://www.aphis.usda.gov/ppq/swp/>.

B. CUSTOMS CLEARANCE PROCESSES

1. General.
 - a. The following sections provide basic customs business process information for specific countries within the USEUCOM AOR. Because of the size of the USEUCOM AOR, not all countries have specific paragraphs in this chapter. For those not listed, contact the embassies (See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/>).
 - b. For all countries in the USUSEUCOM AOR, the shipper and/or freight forwarder is required to abide by customs guidance contained within the USEUCOM and USAREUR/USAFE/NAVEUR regulations listed above and all Operation Plans/Operation Orders.
 - c. The key for dealing with HN customs officials throughout the USEUCOM AOR is flexibility. Customs forms and procedures may change from day to day depending on the country, personalities, and the political environment. Some countries authorize their regional customs offices great autonomy. Customs procedures and forms may differ from region to region and between military installations in a country. For this reason, personnel involved with issuing customs documentation, as well as shippers and freight forwarders, must be familiar with all local customs procedures.
2. Carnet. This is an international customs document (temporary fiscal bond) and will be opened by the carrier when AE Form 302-1 is not applicable, not readily available, or not authorized. For example, if DOD cargo is transiting a country that does not recognize the AE Form 302-1, the carrier will open a carnet. It can also be used in support of non-DOD activities such as morale, welfare and recreation concerts for temporary importation of equipment. There are two types of Carnet's:
 - a. Transport Internationaux Routiers (TIR) Carnet: The TIR is built on 5 principles:
 - (1) The goods travel in approved vehicles or containers under customs seal.
 - (2) Duties and taxes are covered by international valid guarantees.
 - (3) The TIR Carnet accompanies the goods.
 - (4) The goods will not, as a general rule, be examined at customs offices in transit.
 - (5) HN customs officials govern the use of the TIR system.
 - b. Admission Temporaire/Temporary Admission (ATA) Carnet: The ATA carnet is an international customs document which is used for the temporary admission of goods for specific purposes, e.g., for displays, exhibitions, and fairs as professional equipment and as commercial samples.

3. T-1.
 - a. The T-1 is similar to the Carnet. It is used to move cargo from commercial airports and commercial seaports.
 - b. The use of the T-1 will be described later in this chapter.
4. AE FORM 302-1.
 - a. NATO SOFA (Articles XI, XII, and XIII) and the Supplementary Agreement to the NATO SOFA (Article 65), authorize the duty free import, export, and in transit movement of US Forces shipments.
 - b. Allied Movement Publication 2 (AmovP-2) states that “A Force may import free of duty its equipment as well as appropriate quantities of provisions, supplies, and other goods intended for exclusive use by the Force concerned and, if authorized by the Host Nation, also for use by the civilian component. That duty free importation is dependent on the deposit of a customs declaration (Form 302) at the customs office of the Host Nation, the reverse of the form showing the distribution list. The customs declaration must be signed by a person authorized by the Sending Nation.” However, not all NATO member countries utilize a Form 302 as its duty free customs document. For example, England has developed its own duty free customs form and system. Their system and other NATO country specifics are outlined in paragraphs later in this chapter.
 - c. The European Union (EU) has determined that all cargo destined for the sole use of US military forces, while being allowed to be imported duty free, still maintain a foreign goods status and as such must always be customs bonded when being transported within the EU and when finally exported. The only exception to this rule is that this document may not be required when goods are moved by air transport from one military base to another or are imported/exported in/from the EU directly to/from the air base. The EU Customs Code, Article 91, provides guidance governing the use of Form 302 in the EU.
 - d. NATO member countries have been given authorization to create their own version of the Form 302. As a result, each country has its own duty free form that may or may not state that it is a “Form 302”. The proponent for the US military duty free customs form is USAREUR. It developed the Army Europe (AE) Form 302-1. It is the primary document used for duty free movement of DOD cargo into, between, and out of countries within the USEUCOM AOR. The AE Form 302-1:
 - (1) Is a serial numbered, accountable form that constitutes an official certificate of import and export authorization and a customs declaration.
 - (2) Applies only to DOD shipments by and to the US Forces, their agencies, and organizations supporting the US military mission, regardless of who owns the cargo at the time.
 - (3) Will be used to clear DOD cargo through HN customs agencies and release shipments that may arrive at destinations under customs bonds.
 - (4) Will not be issued for cargo not moving within the DTS and/or not yet property of the USG.
 - (5) Can only be signed and stamped by an authorized stamp holder. Stamps can only be obtained from the USEUCOM J4 Intra Theater Commercial Transportation Branch (ICTB).

- e. The box below are the countries within the USEUCOM AOR that acknowledge AE Form 302-1:

Belgium	Italy	Luxembourg
Slovakia	Macedonia, The Former Yugoslav Republic of	Portugal
Bulgaria	Netherlands, The	Greece
Croatia	Norway	Denmark
France	Romania	Iceland
Germany	Slovenia	Poland
Hungary	Spain	Azores (Lajes Field)
Israel	Turkey	
Czech Republic	United Kingdom	

The following are standard customs procedures common to all the countries listed above for the use of AE Form 302-1. Specific country exceptions will be listed accordingly.

5. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/>.
6. Surface.
 - a. Origin.
 - (1) When DOD cargo is ready for surface shipment, the consignor or shipper will submit a written request for import and export customs declaration to the supporting Service MCT/TO or customs clearance office. The request will include the information that the customs stamp holder needs to prepare the AE Form 302-1. To maintain an audit trail, all requests will be in writing and accompanied by supporting documents (for example, purchase orders, shipping documents, waybills).
 - (2) The customs stamp holder will prepare six copies of the AE Form 302-1 from the request. A separate AE Form 302-1 will be made for each multi stop shipment and reconsignments. All entries will be made in black ink. Erasures are not allowed. If a customs form is tampered with in any manner (for example, erasures, additions), the document will be voided. The serial number of the AE 302-1 will be entered/logged into an appropriate ledger to ensure an audit trail is maintained.
 - (3) The AE Form 302-1 is stamped with the US customs stamp and signed with the payroll signature of the stamp holder.
 - (4) The AE Form 302-1 is taken to the local HN customs office to obtain their customs stamp. The HN customs office will keep the #6 (pink) copy of the AE Form 302-1 in a suspense file.
 - (5) After obtaining the HN customs stamp, the US customs clearance official files the #4 (blue) copy of the AE Form 302-1 in a suspense file with supporting documentation. NOTE: To expedite the return of AE Form 302-1 to the origin issuing office, customs stamp holders may attach to each customs form a business-size envelope with the return military address of the issuing office for movement through the Military Postal System (MPS).
 - (6) The customs stamp holder will give the remaining copies of the AE Form 302-1 to the shipper or to the mode operator. US and HN customs clearance officials usually do not have to be physically on site for cargo loading and manifest verification. However, local customs rules may require on site inspection depending on the HN. Local procedures will be followed.

- (7) Servicing MCT/TOs and customs clearance officials will ensure that cargo going to or through the CONUS has been precleared and inspected by a CBCA. If an inspection is not made when the shipment is offered for movement, the MCT/TO will inform the shipper of the requirement and explain how to contact a US military customs official. Shipments transiting through and terminating in the CONUS will not be processed until this issue is resolved.
 - (8) When shipping by rail, customs documents will be given to the stationmaster at the origin railhead. The carrier will be told to deliver the customs documents to traffic management officials at the destination railhead.
- b. Destination:
- (1) The destination MCT/TO or consignee will:
 - (a) Sign for receipt on all copies of AE Form 302-1. Verify that the goods listed on AE Form 302-1 were or were not received in the quantities indicated.
 - (b) Note discrepancies between copy 1 of the AE Form 302-1 and the actual shipment received on all copies of AE Form 302-1.
 - (c) Ensure that all customs documents are taken to the local HN customs office. The destination HN custom office personnel will stamp and sign the back of all copies. The destination HN customs office will keep the #2 copy (green) and #3 copy of the AE Form 302-1. The destination HN customs office is responsible for sending the #2 copy (green) of AE Form 302-1 to the origin HN customs office. If no HN customs office is available in the local area, the MCT/TO or consignee will annotate a statement to that effect on the AE Form 302-1.
 - (d) Keep the #5 copy of the AE Form 302-1 on file.
 - (e) Send the #1 copy (original, white) of the AE Form 302-1 back to the issuing customs stamp office not later than three working days after the consignee's signature of receipt. The use of the MPS is encouraged.
 - (2) When a shipment arrives without the original AE Form 302-1, the destination MCT/TO or consignee will:
 - (a) Send a statement to the origin stamp holder certifying the date of arrival, description, weight, and the serial number of the AE Form 302-1 obtained from the movement documents. If the origin customs clearance office is unknown, the traffic manager or consignee will send a statement to the office that initiated the shipment. That office will send the statement to the origin customs clearance office. The issuing customs clearance official will compare this information for accuracy with their file copy. The consignee's statement will be accepted in place of a lost original customs document.
 - (b) Notify the local HN customs office.
 - (3) If cargo is rejected at the destination, the Service traffic manager or consignee will annotate on the AE Form 302-1 the following statement: "Cargo received on (date) and rejected by consignee. Local Host Nation officials have been notified." Customs paperwork will then be sent back to the origin customs clearance office.

c. Closing the Loop:

- (1) When copy #1 (white) of AE Form 302-1 arrives back at the origin stamp office, properly receipted from the destination stamp holder or consignee and destination HN customs office, the customs clearance official will:
 - (a) Reconcile copy #1 (white) with suspense copy #4 (blue) for changes.
 - (b) File the original with other documents supporting the transaction when no changes have been made.
 - (c) Find out from the destination Service traffic manager or consignee the reasons for any changes made.
 - (d) Refer apparent fraud to the appropriate US Forces police authorities for investigation.
- (2) Upon receipt of the #2 copy (green) from the destination HN customs office, the origin HN customs office will reconcile it with their suspense copy, copy #6 (pink) and close out the customs documentation. If necessary, HN customs officials will request tracer action on AE Form 302-1 discrepancies from the USEUCOM J4 ICTB.

7. Air.

- a. Military Import. DOD cargo arriving at military APODs in NATO countries from the CONUS or other USEUCOM APOEs on military or contracted aircraft may not require an AE Form 302-1 to be initiated for onward movement if the cargo remains in that particular country. Non-NATO countries may require customs documentation.
- b. Military Export. Cargo arriving at a military APOE requiring onward movement to or through the CONUS must be USDA precleared by a CBCA. If not, the cargo will be returned to shipper at the shipper's expense.
- c. Commercial Import.
 - (1) DOD cargo arriving at a commercial airport by commercial carriers may be moved in one of two ways:
 - (a) Using AE Form 302-1. The procedures for moving cargo using this method are as follows:
 - 1 The carrier must send a request (with the necessary cargo information) for the issue of an AE Form 302-1 to the Service traffic management or customs clearance office in the geographic area in which the consignee is located.
 - 2 The servicing MCT/TO will prepare AE Form 302-1, keep one copy of AE Form 302-1 in a suspense file, and mail the documents to the carrier.
 - 3 The carrier will present the AE Form 302-1 to the HN airport customs office for stamping and signature. The HN airport customs office will keep one copy of AE Form 302-1 for its files and return the remaining copies to the carrier.
 - 4 The carrier will deliver the cargo to its destination. The carrier is responsible for obtaining the consignee's signature on the AE Form 302-1 and for returning all copies to the origin customs clearance official. The consignee will keep one copy of the AE Form 302-1. If the destination HN customs offices sign and stamp the back of the AE Form 302-1, they will keep a copy for their files and send the #2 copy (green) back to the origin HN customs office.

- 5 The origin customs stamp holder will reconcile the returned copy with the suspense copy of AE Form 302-1 and take necessary action if there are discrepancies. The returned copy and the suspense copy of the AE Form 302-1 will be filed with the requesting documentation. Any remaining copies will be destroyed.
 - (b) Using EU Form T-1 (Commercial European Union (EU) Customs Bond Form). The EU Form T-1 will be used if the AE Form 302-1 cannot be obtained for securing the timely release of air cargo. The procedures for moving cargo using this method are as follows:
 - 1 The carrier's customs representative at the air gateway will prepare the EU Form T-1.
 - 2 The carrier must go to the MCT/TO or central customs clearance office before delivery and obtain an AE Form 302-1.
- (2) The MCT/TO or customs clearance office will:
 - (a) Prepare an AE Form 302-1 using information from the Form T-1.
 - (b) Keep a copy of the EU Form T-1 and one copy of the AE Form 302-1 in a suspense file and return the remaining copies to the carrier.
- (3) The carrier will present the EU Form T-1 and AE Form 302-1 to the HN airport customs office for stamping and signature. The HN airport customs office will keep one copy of AE Form 302-1 for its files and return the remaining copies to the carrier. The carrier will forward the remaining copies to the origin Service traffic management and customs clearance office.
- (4) The origin customs stamp holder will reconcile the returned copy with the suspense copy of AE Form 302-1 and take necessary action if discrepancies are found. The returned copy and the suspense copy of AE Form 302-1 will be filed with the requesting documentation. Any remaining copies will be destroyed.

NOTE: Some countries authorize stamping, signing, and certifying the back of the EU Form T-1 to show that the cargo is a US military, duty-free shipment (see specific country paragraphs).

d. Commercial Export.

- (1) Servicing MCT/TO and customs clearance officials will:
 - (a) Initiate an AE Form 302-1 for DOD cargo departing the USEUCOM AOR through commercial airports.
 - (b) Ensure that cargo requiring onward movement to or through the CONUS has been USDA precleared and inspected by a CBCA.
- (2) Cargo arriving at a commercial airport without an accompanying AE Form 302-1 will not be cleared by HN airport customs officials. This cargo may be put in bond or returned to the shipper at the shipper's expense.

8. Sea.

a. Import.

- (1) DOD cargo arriving at a commercial seaport by commercial carriers may be moved in one of two ways:
 - (a) Using AE Form 302-1. The procedures for moving cargo using this method are as follows:
 - 1 The carrier is responsible for the clearance of the cargo through customs. The carrier will forward the GBL and cargo manifest to the US military customs clearance office at the SPOD for issuance of AE Form 302-1.
 - 2 Customs clearance officials will prepare an AE Form 302-1, keep one copy of the AE Form 302-1, and return remaining copies to the carrier.
 - 3 The carrier will present the AE Form 302-1 to the HN seaport customs office for stamping and signature. The HN seaport customs office will keep one copy of AE Form 302-1 for its files and return the remaining copies to the carrier. Port of Debarkation (POD) authorities may inspect and reseal the shipment or may just verify that the seals are still intact. POD authorities will seal the shipment if it has not been sealed.
 - 4 A separate AE Form 302-1 will be prepared for each leg of a multi shop container.
 - 5 The carrier will deliver the cargo to its destination. Destination HN customs officials may break the seals and verify the authenticity of the shipment. The carrier is responsible for obtaining the consignee's signature on the AE Form 302-1 and for returning all copies to the origin customs clearance office at the SPOD. Consignees will keep one copy of the AE Form 302-1. If the destination HN customs offices sign and stamp the back of the AE Form 302-1, they will keep a copy for their files and send the #2 copy (green) back to the origin HN customs office.
 - 6 The origin customs stamp holder will reconcile the returned copy with the suspense copy of AE Form 55-355 and take necessary action if discrepancies are found. The returned copy and the suspense copy of the AE Form 302-1 will be filed with requesting documentation. Any remaining copies will be destroyed.
 - (b) Use of EU Form T-1.
 - 1 The commercial carrier's customs representative at the seaport will prepare the EU Form T-1.
 - 2 The carrier will go to the MCT/TO or central customs clearance office before delivery and obtain AE Form 302-1.
 - 3 The MCT/TO or customs clearance office will:
 - a. Prepare an AE Form 302-1 using information from the EU Form T-1.
 - b. Keep a copy of the EU Form T-1 and one copy of AE Form 302-1 in a suspense file and give the remaining copies back to the carrier.
- (2) The carrier will present the EU Form T-1 and AE Form 302-1 to the HN seaport customs office for stamping and signature. The HN seaport customs office will keep

one copy of the AE Form 302-1 for its files and return the remaining copies to the carrier. The carrier will forward the remaining copies to the origin customs clearance office.

- (3) The origin customs stamp holder will reconcile the returned copy with the suspense copy of AE Form 302-1 and take necessary action if discrepancies are found. The returned copy and the suspense copy of AE Form 302-1 will be filed with requesting documentation. Any remaining copies will be destroyed.

NOTE: Some countries authorize stamping, signing, and certifying the back of the EU Form T-1 to show that the cargo is a US military, duty-free shipment.

b. Export.

- (1) Servicing MCT/TO and customs clearance officials will:
 - (a) Initiate an AE Form 302-1 for any DOD cargo departing the USEUCOM AOR by sea.
 - (b) Ensure that cargo requiring onward movement to or through the CONUS has been USDA precleared and inspected by a CBCA.
- (2) Cargo arriving at a commercial seaport without AE Form 302-1 will not be cleared by HN seaport customs officials. The cargo may be put into bond or returned to the shipper at the shipper's expense.

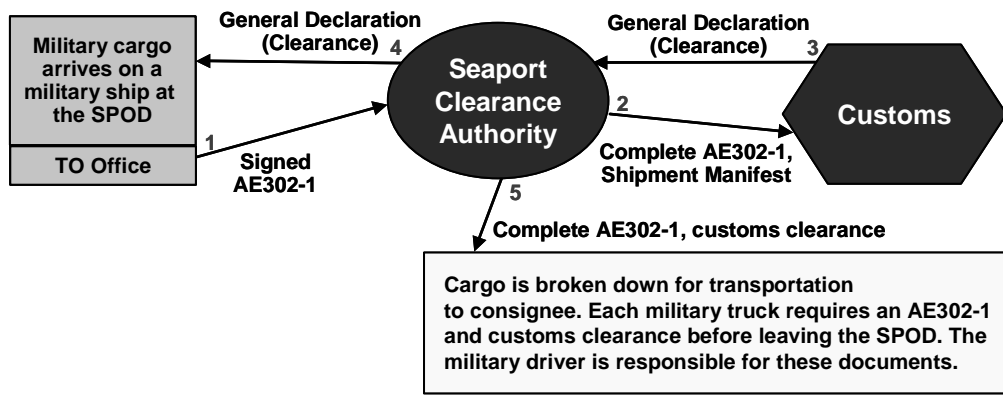


Figure 510-3. Military Cargo Arriving on a Military Ship at a Commercial Seaport Using Military Assets for Onward Movement

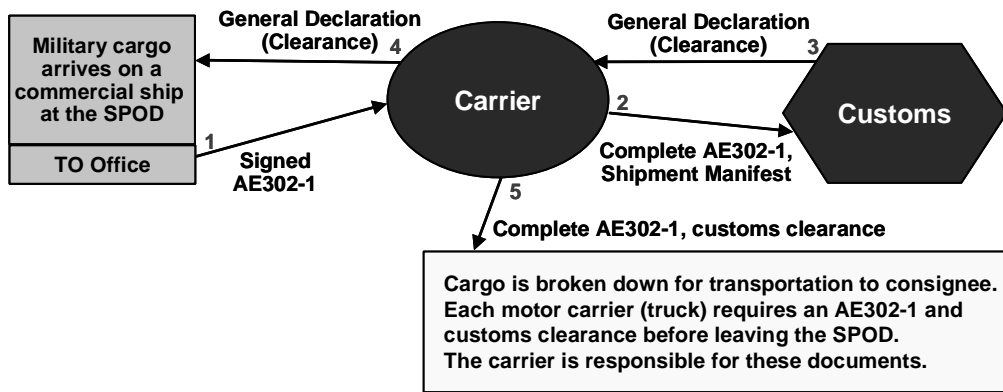


Figure 510-4. Military Cargo Arriving on a Commercial Ship to a Commercial Seaport Using a Commercial Carrier for Onward Movement.

C. AZORES (LAJES FIELD)

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/po.htm>.
2. Surface. No country specific details.
3. Air. The following sections describe the different processes for air shipments arriving/departing Lajes Field, Azores:
 - a. All cargo going through Lajes Field via military or commercial air, imports and exports must be cleared through the Portuguese Customs House using a Lajes Form AE302. The only personnel authorized to prepare the Lajes Form AE302 are the TO Customs Technician and the TO Alternate Customs Technician who are delegated in writing by the Commander, US Forces Azores (COMUSFORAZ). Based on political sensitivities in the Azores, the Customs Technicians will be assigned to the TO with staff oversight by the USFORAZ/J-4.
 - b. Custom emolument fees are charged for each Lajes Field Form AE302. The 65th Logistics Readiness Squadron pays these fees to the Portuguese Customs House using local Operations and Maintenance funds.
 - c. All cargo received from another military installation in the European theater on a commercial aircraft or vessel is required to have an AE302 or T-1. If cargo is received without one of these two forms, Portuguese Customs will seize the cargo and a daily storage charge will apply.
 - d. On cargo received from other than the European theater, cargo must be listed on a manifest. The local TO will prepare the Lajes Form AE302 and forward it to the Portuguese Customs House.
 - e. In the event cargo is received via air shipment without proper documentation, the local Air Mobility Squadron (AMS) will immediately contact the carrier and Customs Technician to resolve the situation.

Air Shipments

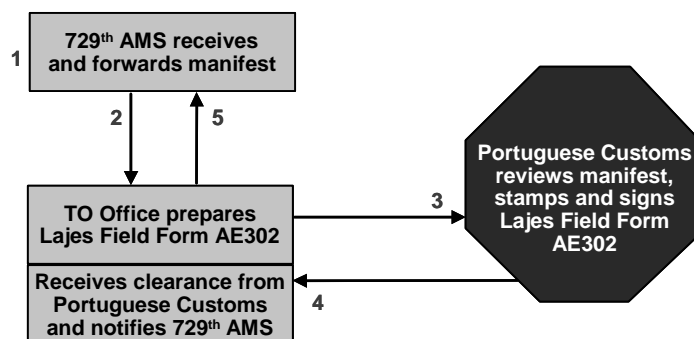


Figure 510-5. Import/Export of Air Shipments from Lajes Field, Azores.

Commercial Airport Import

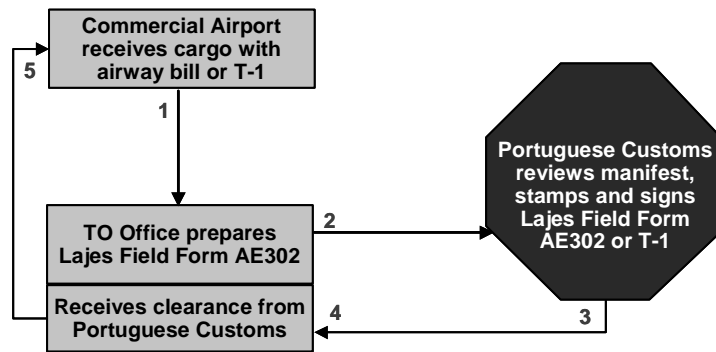


Figure 510-6. Military Cargo Imported Using Commercial Air (Lajes)

Commercial Airport Export

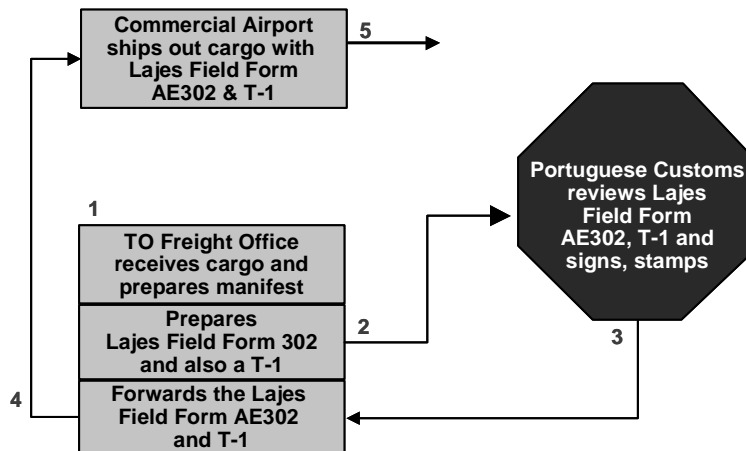


Figure 510-7. Military Cargo Exported Using Commercial Air

4. Sea: The following sections describe the different processes for ocean vessel shipments arriving/departing the Azores.
 - a. In the event ocean vessel shipments are held up due to lack of proper documentation at the port of origin (Lisbon, for example), the local MTMC port authority will immediately initiate action with the carrier, their higher HQ, and the TO Customs Technician to resolve the issues.

Commercial Sea Port Export

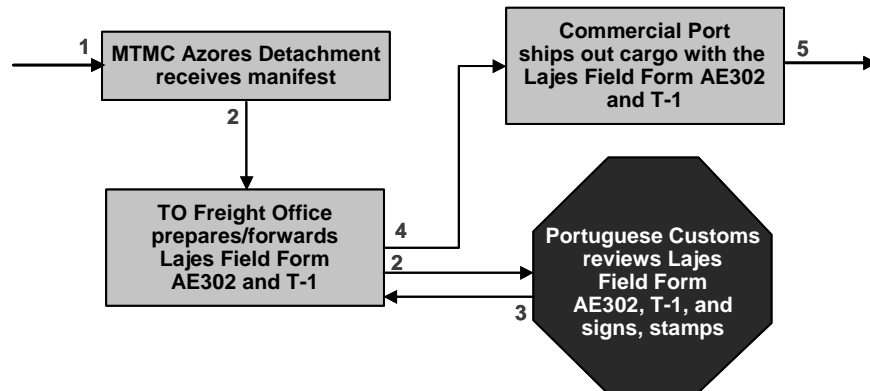


Figure 510-8. Military Cargo Imported Using a Commercial Ocean Vessel

Arrives at the Commercial Port Import

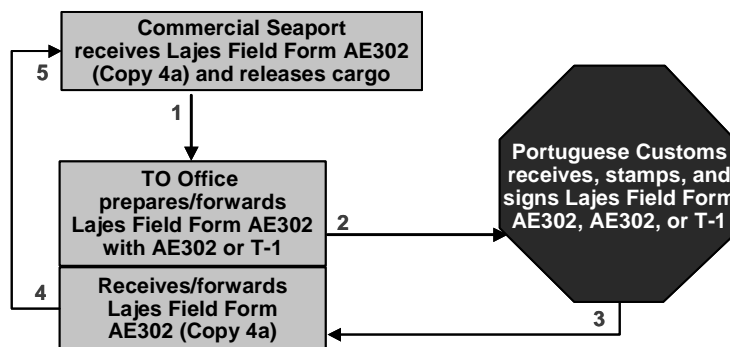


Figure 510-9. Military Cargo Exported Using a Commercial Ocean Vessel (Lajes)

Military Import/Export

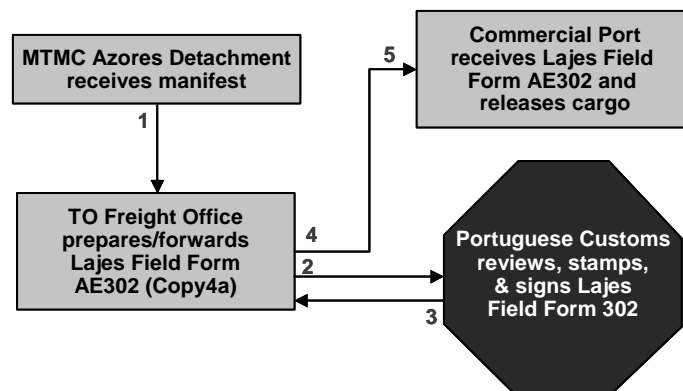


Figure 510-10. Military Cargo Import/Export Using a Military Vessel (Lajes)

D. BELGIUM

1. Passengers: See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/be.htm>.
2. Surface. No country specific details.
3. Air. No country specific details.
4. Sea. MTMC, 838th Transportation Battalion will provide the carrier with a Master-document to custom clear all cargo from ship onto the quay. This document provides the Belgian Customs with number of containers or cargo to be discharged from vessel.
 - a. MTMC, 838th Transportation Battalion prepares AE Forms 302-1 for each military shipment arriving into Belgium based on the ocean cargo manifest received from the POE. These AE Forms will be presented to the commercial carrier, who must custom clear each shipment at Belgium Customs. This document must accompany the cargo to final destination. The original and Copy 2 must be custom cleared at local Customs at final destination and to be returned to 838th Transportation Battalion who will provide the Belgium Customs at Brussels Copy 2 to prove that cargo has arrived and was custom cleared at the final destination.

E. BOSNIA-HERZEGOVINA AND CROATIA

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/bk.htm>.
2. Surface.
 - a. "B" and "C" Forms are the sole customs documents used for the customs bonded transportation and final duty free importation in Bosnia-Herzegovina and Croatia of cargo destined for or in support of the Bosnian Peace Agreement Stabilization Force (SFOR). The "B" Form will be used for all rail movements while the "C" Form will be used for all military and commercial highway movements. Procedures for preparing "B" and "C" forms are contained in SFOR Customs Guide and Standard Operating Procedures (SOPs) 8014, Theater Financial Controller Standard Operating Procedure for the Control and Sale of Duty-Free Goods and 8015, Theater Financial Controller Standard Operating Procedure for Freedom of Movement of Duty-Free Goods. These documents can be found in the "A to Z" index on the 1st Transportation Movement Control Agency web page, http://www.21tsc.army.mil/1_tmca.
 - b. The "C" Form must accompany cargo shipments arriving at a Bosnian and Croatian border crossings. The "C" form will be issued at origin by the cognizant SFOR-appointed Customs Clearance Officer. For cargo arriving by rail, the "B" Form will be provided at origin by the cognizant SFOR-appointed Customs Clearance Officer to the origin rail officials together with other rail transportation documents.
 - c. The normal procedure for importing SFOR cargo into Bosnia and Croatia, when entering/exiting at highway or rail border crossing points is for the SFOR Customs Office in Zagreb to fax a copy of page 1 (of the "B" or "C" Form) directly to the SFOR Customs Office no later than 1600 hours the day prior to the arrival of the shipment at the border crossing point. SFOR Customs will use this copy to inform the HN of impending shipments and to verify all shipments entering theater. The driver/rail personnel will present page 2 of the "C" or "B" Form to the Bosnian or Croatian Customs at the enter/exit crossing point.
3. Air. No country specific details.
4. Sea. No country specific details.

F. BULGARIA

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/bu.htm>.
2. Surface. For cargo transiting Bulgaria via surface transportation, (rail and highway) the mode operator must present a copy of the AE Form 302-1 prepared at origin. The Bulgarian border officials will stamp the form at entry and exit but do not keep a copy.
3. Air. No country specific details.
4. Sea. No country specific details.

G. FRANCE

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/fr.htm>.
2. Surface. Surface Shipments. For all inland military or commercial surface transportation, the consignor will prepare an AE Form 302-1 and provide the completed form to the carrier/driver. After shipment delivery, the consignee will clear the cargo and the AE Form 302-1 with Customs at origin and French Customs.
3. Air Shipments. Shipments by commercial carriers are cleared on the European Economic Community Form T-1, Temporary Customs Declaration IAW French agreements with each carrier. The cargo consignee will clear cargo and the T-1 using the AE Form 302-1. The cargo consignee originating the AE Form 302-1 ensures closure of the AE Form 302-1 with French customs.
4. Sea. Selected MTMC water terminals located in the USEUCOM AOR are the functional experts in clearing cargo into and out of French water ports. The 838th Transportation Battalion in the Netherlands provides AE Form 302-1 customs processing support for water ports on the Atlantic Coast. The 839th Transportation Battalion in Italy provides AE Form 302-1 customs processing support for water ports on the Mediterranean Coast.

H. GERMANY

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/gm.htm>.
2. Cargo.
 - a. Introduction: Throughout Germany and normally collocated with military installations there are appointed US Customs clearance officers (TOs). The purpose of these clearance authorities is to clear customs of USG property for military installations and property of Civilian Organizations. Civilian Components are organizations listed in attachments to the Supplementary Agreement to the SOFA, which receive the same privileges as military organizations. Lists of Civilian Component organizations can be obtained from the US Embassy Berlin, Office of Defense Cooperation. These organizations are also published in the German Customs law. One of the main privileges of the US Forces and their Civilian Components in Germany is tax exemption for their property. Civilian Components are often mixed with civilian contractors. Civilian contractors and their property are not tax exempt unless they are also a recognized Civilian Component. Shipments of Civilian contractors therefore cannot be cleared as described below. Civilian contractors can use the temporary importation process, if they know that the property will be turned over to the USG on a later date, or until their contract expires. Using the temporary importation process, the carrier will transport cargo using the T-1. The U.S. Forces will close out the T-1 with an AE Form 302-1, once the cargo becomes the property of the US Forces. Exemption: Property that is leased and for exclusive use by military organizations and/or Civilian Components, will also be treated like Government property.

- b. Air Shipments. For all military cargo shipped on military aircraft destined to Rhein Main and/or Ramstein Air Base (AB), customs documents are normally not required, since German Customs is not present. German Customs performs only periodic spot checks to see if the DTS complies with the provisions of the German Supplementary Agreement to the SOFA and to the provisions of the SOFA. MILAIR delivering cargo to other than the aforementioned airfields may require an AE Form 302-1 to clear customs. The same is true for US Military contractor cargo shipped on an AMC carrier. Shipments moved by commercial carriers are cleared on either AE Form 302-1 or on the T-1.
- c. Documentation. For commercial air shipments into Germany, there is normally no US military custom clearance officer located at the gateway. Therefore, the carrier has two options:
 - (1) The carrier sends a request to the customs clearance office responsible for the geographical area where the consignee is located for issuance of an AE Form 302-1. Upon receipt of the AE Form 302-1, the carrier presents the form to the airport customs office for stamping and signature. The carrier then delivers to destination. The carrier ensures the AE Form 302-1 is signed and returns all copies to the origin customs office. The origin customs office will make distribution of the copies.
 - (2) The carrier may declare distribution of goods using the T-1 document. (However, this is the least preferred method of delivery and is highly discouraged because of problems encountered by the carriers and customs clearance offices with HN customs officials.) The carrier can deliver the goods to the consignee and then go to the appropriate customs clearance office (USAFE TO, USAREUR Battalion Movement Control Team to present the T-1 and receive the AE Form 302-1 or go directly to the customs clearance office, present the T-1, receive the AE Form 302-1, and then deliver to the consignee. Upon completion of either option, the carrier returns the documents to the origin gateway customs office. Shipments arriving at Frankfurt International Airport (i.e., FEDEX or DHL) may be cleared with the assistance of the Rhein Main TO provided the cargo can be clearly identified as USG property.
- d. Ocean Vessel Shipments. German Customs requires military cargo shipped on a military or commercial ship or surface carrier to clear customs. The customs clearance is performed based on the military manifest or a copy of a military purchase contract bearing the military final address together with a CBL, should the shipment be imported outside of the DTS. This practice guarantees that the end user is a military organization and not a commercial vendor.
 - (1) Documentation.
 - (a) Documentation for Cargo Entering the Customs Free Port of Bremerhaven. For cargo entering the Customs Free Port of Bremerhaven, the MTMC terminal prepares AE Form 302-1 based on the Ocean Cargo Manifest information relevant to shipment. In the event that a carrier requests an AE Form 302-1 for cargo being shipped outside the DTS, the carrier has to present a CBL with a copy of the Military Purchase Order having the final military consignment address on the documents indicating that the cargo is for military use only. The carrier of the surface conveyance must clear the cargo at the customs border upon leaving the port area with an AE Form 302-1 covering the amount of cargo on conveyance to set cargo free of importation taxes and duties. The receiving military activity signs for receipt on AE Form 302-1 and clears the original and copy 2 (green copy) with local customs of their AOR and sends the original copy back to the MTMC terminal. The Customs Office of the receiving activity then forwards the green copy by internal duty mail to the originating Port Customs Office as proof that the

cargo arrived in good order and with correct amount and weight data at the military consignment activity

- (b) Documentation for Cargo Entering other German Ports (to include the ammunition port of Nordenham). The MTMC terminal prepares an AE Form 302-1 based on the Ocean Cargo Manifest information relevant to shipment 48 hours before the vessel enters German Territorial Waters. In the event that a carrier requests an AE Form 302-1 for cargo being shipped outside the DTS, the carrier has to present a CBL with a copy of the Military Purchase Order having the final military consignment address on the documents indicating that the cargo is for military use only. The carrier of the surface conveyance receives a copy of the issued AE Form 302-1 upon leaving the port as proof that cargo was set free of importation taxes and duties.

The utilization of a T-1 in lieu of an AE Form 302-1 is highly discouraged. It does not free cargo from EU importation taxes and fees, but shifts the customs clearance responsibility from the sender to the receiver who has to present the cargo to the Local Customs Office of the receiving activity within 36 hours upon receipt. This means the receiving activity is not allowed to take possession of the cargo before the Customs Officer has given the permission to do so. An AE Form 302-1 must then to be issued to free the cargo of importation tax and value added tax.

I. GREENLAND

- 1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/gl.htm>.
- 2. Surface. No country specific details.
- 3. Air. No country specific details.
- 4. Sea. No country specific details.

J. HUNGARY

- 1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/hu.htm>.
- 2. Surface.
 - a. For cargo transiting Hungary via surface transportation, the mode operator must present a copy of the AE Form 302-1 prepared at origin. The Hungarian border officials will stamp the form at entry and exit but do not keep a copy.
 - b. For cargo terminating in Hungary, the origin AE Form 302-1 stamp holder must also complete a Hungarian NATO/PfP tagallam Fegyverese Eroi (Defences Forces of NATO/PfP Member) form. The AE 302-1 stamp number and the signature on the NATO/PfP form must be the same as the AE 302-1. This requirement is primarily for Field Training Exercises, but has, on occasion, been applied for other terminating cargo.
- 3. Air. No country specific details.
- 4. Sea. No country specific details.

K. ICELAND

- 1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/ic.htm>.
- 2. Surface. Overland carrier shipments are not applicable to Iceland.
- 3. Air. All cargo entering/leaving Iceland through US Naval Air Station Keflavik must be cleared through the Icelandic Customs authorities (except for shipments by military air). Icelandic

Custom Clearance Form E-1 is used for import and Form E-8 is used for export and are provided by the Icelandic State Customs Officer.

- a. Cargo arriving in Iceland via military air is exempt from Customs processing. Cargo being exported via military air is exempt from Customs processing.
- b. Cargo arriving Iceland via commercial air must be cleared on Form E-1. The carrier is responsible for forwarding the airway bill to the Supply Department Transportation Branch. The Supply Department Transportation Branch prepares the CF E-1, stamps and signs it, then forwards it to Icelandic Customs. Icelandic Customs reviews, signs, and stamps the form and forwards a release authorization (a waiver) to the carrier. The carrier releases the cargo and the truck driver presents the release authorization to the Customs agent located outside the gate to the base. The Icelandic Customs agent stamps and signs the waiver completing the Customs process.
- c. When cargo is exported by commercial air, the shipper brings the shipping documents to the Supply Department Transportation Branch, who prepares an Icelandic CF 15. The shipper takes the form and cargo to the Icelandic Customs office outside the base gate where it is stamped. The cargo is delivered to the commercial air carrier who signs for (accepts) the goods and prepares the airway bill and CF E-8. Icelandic Customs authorizes the movement of the cargo.

4. Sea.

- a. For cargo arriving via military-contracted ship from the US, the carrier forwards a carrier's notification and CF E-1 to the Supply Department Transportation Branch. The Supply Department Transportation Branch stamps and signs the E-1 and sends it along with the military manifest to the carrier. The carrier sends the military manifest, carrier's notification, and completed E-1 to Icelandic Customs. Icelandic Customs provides a cargo release authorization back to the carrier.
- b. For cargo arriving via military-contracted ship from other than the US, the Supply Department Transportation Branch prepares CF E-1 and sends it with the military manifest and carrier's notification to Icelandic Customs. Customs provides a cargo release authorization back to the Supply Department Transportation Branch who forwards it to the carrier. The carrier obtains final release approval from the Customs Office outside the base prior to delivery of the cargo.
- c. For cargo being exported to the US via military-contracted ship, the carrier prepares an E-1 and forwards it to the Supply Department Transportation Branch. The Transportation Branch stamps and signs the form and returns it, along with a military manifest, to the carrier. The carrier sends the E-1 and military manifest to Icelandic Customs who stamps and signs the form, clearing the cargo for export.
- d. For cargo being exported to the US via military-contracted ship, the carrier prepares an E-8 and forwards it to the Supply Department Transportation Branch. The Transportation Branch signs and stamps the E-8 and also provides the carrier with a military manifest. The carrier sends the signed E-8 and military manifest to the Customs Office who completes the E-8 and clears the cargo for export.

5. Personnel Property.

- a. For POVs being imported from the US via military-contracted ship, the carrier sends the carrier's notification and CF E-1 to the Supply Department Transportation Branch. The POV office prepares a license plate request form and sends it to the Transportation Branch. The Transportation Branch prepares an IDF Form 4610.1 and sends it, along with the signed E-1

- and IDF 4610.1 to the Defence Council Office. The Defence Council Office prepares an import POV authorization and sends the signed, stamped form to the carrier. The carrier forwards all the completed documents (license plate authorization, military manifest, carrier's notification, IDF 4610.1, and E-1) to the Customs Office. Upon approval, the Customs Office forwards a release authorization to the carrier.
- b. For POVs being imported from other than the US via military-contracted ship, the POV Office prepares a request for license plate form and forwards to the Transportation Branch. The Transportation Branch prepares the E-1, and IDF 4610.1 and forwards the signed forms along with the request for license plate form to the Defence Council Office. The Defence Council Office prepares the authorization to import a POV and forwards it to the Transportation Branch. The Transportation Branch sends the military manifest, license plate authorization, carrier's notification, IDF 4610.1, and E-1 to the Customs Office. Customs provides a cargo release authorization to the carrier. Final approval is issued to the carrier at the Customs Office outside the base prior to delivery of the vehicle.

L. ISRAEL

1. General. The current customs procedures in Israel for clearing US Forces cargo are a combination of using Israel Ministry of Defense (MOD), US State Department (Diplomatic) and commercial clearances. The method of customs clearance depends on the type and consignee of the cargo. No customs clearance of any cargo may be accomplished prior to arrival of cargo in country and all clearances will be accomplished by the responsible activities.
2. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/is.htm>.
3. Surface.
 - a. All cargo for the Multi-National Forces and Observers (MFO) in the Sinai Desert, Egypt, is overland shipped through Israel. The MFO have an office in Israel, which handles custom clearances. Notifications on the arrival of MFO cargo via DOD air or sea are given to MFO Israel by the TO. Under an agreement between the MFO and Israeli Customs, cargo shipments are basically treated as "in transit" over the border with Egypt. The MFO has resident Egyptian Customs Officers present at their North Camp who take care of Egyptian custom clearance procedures for cargo arriving for the MFO Sinai Desert.
 - b. The shipping companies move in transit and under bond cargo traveling to other adjacent countries transiting Israel air/water ports. This is normally done through the use of SEAVANs. Customs clearance for all other types of overland cargo movements are handled by the TO as in transit in conjunction with the consignee and the customs requirements of the country involved (i.e., Jordan).
4. Air.
 - a. All cargo to/from DOD activities with facilities located within Israel and DOD cargo to/from testing and special trials under the SOFA are cleared by the TO, Operating Location OL-A, 16th Air Force Israel with the Israel MOD.
 - b. All shipments must be consigned to the TO or MFO, under no circumstances should the "American Embassy" be shown in the address elements of the BL. All shipments, including those shipments arriving by courier service (excluding documents), require customs clearance by the TO.
 - c. Cargo to/from the Israel MOD owned contractors and Israel FMS shipments are customs cleared by the MOD. The TO will conduct liaison with the MOD on all shipments through the DOD for such activities.

- d. The TO notifies and liaisons on custom clearances on all cargo moving to/from/ within the DTS for all non-MOD contractors. Cargo that arrives for contractors in Israel normally consists of USG Furnished Material/Equipment. Israeli Customs will only permit the contractor, through a freight forwarder, to clear the shipment through customs. This is normally accomplished under a Bond or Bank Guarantee for the total value of the cargo shipment. The contractor is responsible for proving to customs that the cargo items were subsequently re-exported out of Israel. The contractor becomes liable to Israeli Customs for the duty and Value Added Tax on the value of any cargo items lost or stolen while in the contractor's custody. Contractors are responsible for obtaining any required Government of Israel Export License for military cargo that is being exported. Contractors are required to notify customs in advance of all details of the contract(s) they hold and include the identification and value of items to be exported. A type of bank deposit/undertaking is also lodged with Israeli Customs. On shipments made through the DTS, contractors are required to clear their cargo through customs utilizing their own freight forwarder or provide all of the necessary documents, invoices, and permits to the TO's freight forwarder for customs clearance.
 - e. Cargo arriving/departing on joint exercises at MOD/Israel Defense Forces (IDF) facilities are customs cleared, if required, by the Israel MOD/IDF in conjunction with Israel Custom Laws. Cargo arriving/departing the US Navy's 6th Fleet and/or visiting US Naval vessels that require cargo movement to/from aircraft is treated as in-transit cargo under the bond of the 6th Fleet's husbanding agent.
5. Sea. Customs processing of ocean vessel shipments are handled exactly the same as air shipments.

M. ITALY

- 1. General.
 - a. As a general rule, customs clearance of DOD cargo in Italy follows the guidance outlined in the Belgium, Netherlands, and German paragraphs above. However, there are some unique differences in Italy and those are listed below. The Italian Ministry of Finance has given broad guidance to local customs offices in each region. Each office has autonomy and exercises it. There are different procedures for each base, post, camp, and station in Italy. The Army has the responsibility for Vicenza in Northern Italy and at Camp Darby near Pisa. The Air Force handles Aviano AB in Northern Italy. The Naples Navy office is the coordinator for Southern Italy. The Naples office is also responsible for resolving all customs problems and open AE Form 302-1 discrepancies for Italy IAW the Italian Ministry of Finance Circular, DIV II Prot. 8135. Both Naples and Camp Darby offices have customs brokers as part of a transportation contract to process customs documents, resolve discrepancies, and handle unique situations.
 - b. Emergency procedures exist to export and import material with a declaration of the emergency. Required customs clearance paperwork will be processed the next business day. Customs clearance material for Navy ships (in non-Naval Support Activity ports) should be delivered in a free-on-board status. This means carrier must pay for all transit bonds and export fees. If transported, under the Navy transportation contract, customs clearance is part of the contract. Custom brokerage services can also be arranged through the Navy husbanding agent contract.
- 2. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/it.htm>.

3. Surface.

- a. Currently, the Italian authorities have approved a process that is called “simplified procedures.” These simplified procedures have been implemented only in various locations and allow for customs processing of import/export cargo directly by an appointed USG representative at the user activity after a one or two hour (depending on the location), waiting time. It is the responsibilities of the authorized simplified procedure user activity to ensure at all times that the customs declarations are truthful at origin and at destination.
 - (1) At origin, pre-stamped and pre-signed AE Forms 302-1 are logged and endorsed by the cognizant local Customs Office and when utilized by the user, must be registered in the above mentioned log no later than the next working day.
 - (2) At destination, the appointed USG representative is authorized to customs clear cargo and must register the destination customs process at the cognizant local Customs Office by no later than the next working day. At all times the cognizant local customs office must be advised by the user activity that import/export cargo will be processed after the one or two hour waiting time which is the time afforded to them to come and inspect paperwork and the cargo, if deemed necessary.
- b. Some commercial carriers have operations at certain civilian ports, and the local Customs Officials there will clear the shipments with the commercial carriers using these pre-signed and pre-stamped AE Forms 302-1.
- c. Under simplified procedures, central delivery points are designated to receive material. The receiving point notifies the military customs office that a shipment has arrived and certifies that all material is government official. The military customs office logs all receipts in a customs ledger and notifies the Italian Ministry of Finance customs office that it has two hours (may be longer in other areas) to decide if material will be inspected.
 - (1) If no inspection is to be performed, the receiving point can distribute the material. AE Form 55-355 is prepared for each T-1 and all AE Forms 302-1 and T-1s are taken to customs the next workday for closure.
 - (2) If an inspection is requested, the Italian customs office will be brought to view the shipment, seal it, (or inspect the seal that is already on it) and stamp and sign the customs form. This is done at every Customs Office checkpoint, at the origin (if originating in the EU) at the POD, and at the destination. The POD authorities may inspect and re-seal the shipment, or may just verify that the seals are still intact. They will seal the shipment if it has not been previously sealed (as in the case of shipments coming from non-EU countries, such as from the US).

4. Air.

- a. Aviano.
 - (1) For all air shipments, military and contractor, that arrive on military or contracted aircraft that fly in directly to Aviano Air Base, no customs clearing is necessary and no forms are used.
 - (2) For all air shipments (military or contractor) that come into a civilian airport, customs clearance is necessary. Depending on the situation, either an AE Form 55-355 or T-1 is used.
 - (a) An AE Form 302-1 is used if it is a carrier and airport where simplified procedures are authorized to be used. The AE Form 302-1 is also used if simplified procedures are not authorized and the carrier does not want to issue a T-1. In these

cases, the destination US Military customs officials must issue AE Form 55-355 and hand-carry it to the airport customs officials, as well as go through the more time consuming and labor intensive “normal” customs processes.

- (b) A T-1 is used for those shipments coming into a civilian airport where the simplified procedures are not authorized or have yet to be implemented with that carrier at that location. The shipment is later certified by the destination US Military Customs office by issuing an AE Form 302-1.

(3) Navy:

- (a) Commercial flights that fly directly into Naples utilize the AE Form 302-1 for onward movement.
- (b) For commercial flights that bring military mail into Italy, the Italian Ministry of Finance has authorized the use of the International Form AV-7 in lieu of AE Form 302-1. Most carriers do not fly directly into Naples. The Navy has instructed carriers to issue a T-1 for transit by truck. AE Form 302-1 clears the T-1 under the simplified procedures and the military customs office returns the stub from the T-1 so that the carrier can get their bond back from the originating customs house quickly.

5. Sea.

- a. Simplified procedures are an option by sea in Naples.
- b. Commercial Sea Receipts: The military customs office prepares the AE Form 302-1 based on the ship manifest in advance of ship arrival and delivers the AE Form 302-1 to the Sea POD so that all cargo can be cleared upon cargo discharge. Personal property, such as HHG, is imported with a declaration certificate while automobiles are imported with an AE Form 302-1.

N. MACEDONIA, THE FORMER YUGOSLAV REPUBLIC OF (FYROM)

- 1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/mk.htm>.
- 2. Surface.
 - a. For cargo transiting FYROM via surface transportation, (rail and highway) the origin AE Form 302-1 stamp holder must fax a copy of the transportation documentation (freight warrant, AE Form 302-1, packing list, rail manifest or DD Form 1384, Transportation Control and Movement Document (TCMD) to the MCT in Camp Able Sentry (CAS) 24 hours prior to the cargo arrival at the border crossing point. All relevant movement data must be faxed or submitted by electronic mail (e-mail) to the CAS MCT.
 - b. The MCT will transfer the details onto the controlled NATO/KFOR Customs Import/Export/Transit Certificate (Kosovo Forces (KFOR) Customs Certificate): a document made up of six self carbonated pages, written in English, Macedonian and Albanian. This document grants KFOR duty free rights in FYROM and Kosovo. Once completed, the certificate will be delivered to the freight forwarder at the relevant border crossing point or rail customs terminal.
 - c. When trucks arrive at the border, the driver must go to the freight forwarder, pick-up the customs documentation and then proceed through FYROM customs. At the rail yard, the MCT official will work with the FYROM customs official to clear the train. It is critical that this documentation arrive as outlined above or the cargo will remain frustrated at the border

until the MCT in CAS prepares proper paper work and delivers it to the appropriate border location.

- d. For details on KFOR customs in FYROM MCT CAS, see SOP 8001, Freedom of Movement of Duty Free Goods and accompanying KFOR Customs Guide at the 1st Theater Movement Control Agency Web site, URL: http://www.21tsc.army.mil/1_tmca. The documents can be found in the “A to Z” index under “KFOR Customs Procedures and SOPs”.

NOTE. The procedures outlined above are also applicable to movements transiting Kosovo, IAW UN Resolution 1244.

3. Air. Petrovec (Skopje, FYROM) and Pristina (Kosovo)
 - a. Military Air: Local customs formalities are not applicable.
 - b. Commercial Air: Inbound and outbound shipments are cleared utilizing both Air Way Bills and KFOR Customs Certificates. The MCT is contacted by the relevant Air Cargo Center, or by the carrier, upon the arrival of US shipments.

O. NETHERLANDS

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/nl.htm>.
2. Cargo. The following subsections describe the Customs clearance process for military type cargo shipped into the Netherlands from the US. The MTMC, 838th Transportation Battalion has a license provided by Dutch Customs to custom clear all military cargo arriving into the Netherlands. (Vergunning Toegelaten Afzender, No 70.7207, 27 August 1996). Dutch Customs is not involved in clearing military cargo into the Netherlands. Every six months, Dutch Customs conducts an inspection at the 838th Transportation Battalion to ensure all guidelines mentioned in the license are performed.
 - a. Air Shipments Destined to the MTMC Facility at Rotterdam. Air shipments are delivered to the MTMC facility accompanied with a commercial T-1 document based on air waybills (AWBs). 838th Transportation Battalion will clear this T-1 document at the Dutch Customs office at Rotterdam with an AE Form 302-1.
 - b. Ocean Vessel Shipments. Figure 510-11 describes the Customs process for military/commercial cargo shipped into the Netherlands using a military carrier.

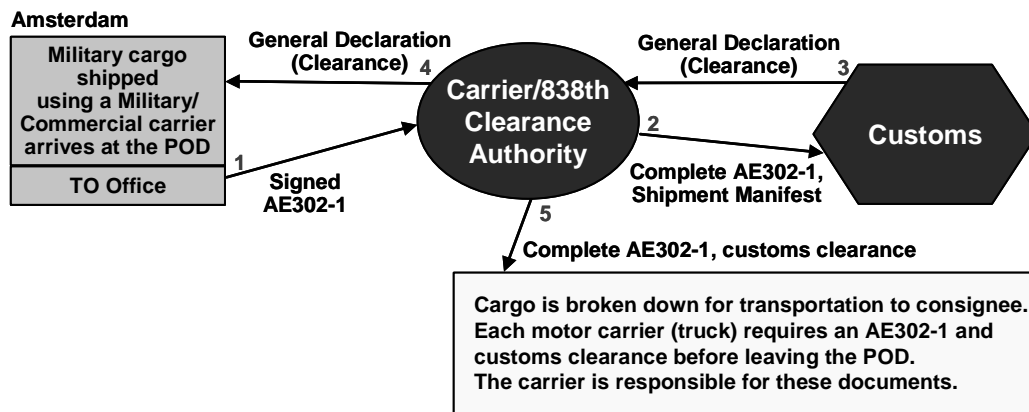


Figure 510-11. Military Cargo Shipped Using a Military/Commercial Carrier (Netherlands)

- c. The 838th Transportation Battalion will provide the carrier with a Master-document to custom clear all cargo from vessel onto the quay. This document provides the Dutch Customs with number of containers or cargo to be discharged from vessel. The local carrier will do customs clearance.
- d. 838th Transportation Battalion prepares AE Forms 302-1 for each shipment arriving into the Netherlands based on the ocean cargo manifest, CBL, or GBL received from the POE. The customs-cleared AE Form 302-1 and TCMDs will be presented to the commercial or military carriers to move cargo to the final destination. These documents must accompany the cargo to the final destination. The original plus two copies must be customs-cleared by the local Customs at the final destination and returned to the 838th Transportation Battalion.

P. NORWAY

1. General.

- a. The Norwegian Customs Authority formally recognizes US Military Customs AE Form 302-1. In practice, however, the low number of US shipments between Norway and Continental Europe means that an individual customs officer will not have seen an AE Form 302-1. For this reason, a standard International Commercial Customs form (RG-0157) is usually issued in addition to the AE Form 302-1. The AE Form 302-1 also serves the function of a receipt confirmation for the shippers.
- b. Shippers sending teams to prepare cargo to be exported from Norway should plan on bringing AE Form 302-1 and a customs stamp holder. The 426th Air Base Squadron (ABS) at Stavanger, Norway however, issues a customs stamp and can issue AE Forms 302-1, if required.
- c. Temporary duty support/capabilities are limited.

2. Passengers. See the DOD Foreign Clearance Guide, at <http://www.fcg.pentagon.mil/fcg/no.htm>

3. Surface:

- a. OL-A, 426th ABS will provide commercial customs clearance for DOD cargo based on the commercial carrier's Arrival Notification and TCMD or equivalent information from shippers. Contractor receivers will perform their own customs clearance. 426th ABS, Stavanger, Fax # 0047 5195 0575 handles their own customs clearance.
- b. Overland export shipments are handled the same as ocean vessel shipments.

4. Air:

- a. All DOD cargo is received through Gardermoen Airport, Oslo, Norway. For AMC channel cargo, OL-A, 426th ABS, Oslo, Norway will submit the air manifest to the Customs Office with annotations about the identity of each receiver, and then release the cargo to the receivers. Each DOD or contractor receiver will then be responsible for import customs clearance within one month.
- b. The TO of OL-A, 426th ABS handles all import/export of cargo (except for cargo destined for the US element 426th ABS, Stavanger, Norway). DOD or contractor cargo shipped on GBLs via a commercial carrier is subject to normal Norwegian customs procedures.
- c. Shipments will not be released until customs clearance is granted. Import cargo for the 426th ABS, Stavanger is cleared on a NATO Form 1, which is issued locally in Stavanger. Once the shipment is cleared, the carrier delivers the cargo IAW instructions from OL-A, 426th ABS.

5. Sea:
 - a. Normal manifests must be advanced by the MTMC Port Command responsible for embarkation to OL-A, 426th ABS, Fax # 0047 6714 9340, to effect customs clearance. For export shipments, OL-A, 426th ABS requires TCMDs or Customs Invoice to clear customs.
 - b. Full shiploads of DOD cargo loaded or off-loaded at military ports in Norway are customs cleared by the ship's agent or by the Norwegian military receivers.

Q. ROMANIA

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/ro.htm>.
2. Surface. For cargo transiting Romania via surface transportation, (rail and highway), the mode operator must present a copy of the AE Form 302-1 prepared at origin. The Romanian border officials will stamp the form at entry and exit but do not keep a copy.
3. Air. No country specific details.
4. Sea. No country specific details.

R. SLOVENIA

1. Passengers. (See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/si.htm>).
2. Surface. For cargo transiting Slovenia via surface transportation, (rail and highway) the mode operator must present a copy of the AE Form 302-1 prepared at origin. The Slovenian border officials will stamp the form at entry and exit but do not keep a copy.
3. Air. No country specific details.
4. Sea. All goods arriving at a Slovenian POD on a DTS commercial vessel destined to SFOR will be declared and processed for onward movement with an AE Form 302-1. MTMC is the cognizant activity that will provide the carrier with the AE Form 302-1 for clearing the port and together will make every effort to exchange cargo details to be able to issue appropriate transportation documents prior to vessel arrival.

S. SPAIN

1. General.
 - a. All cargo shipped utilizing AMC aircraft or the US Postal Service, and material (other than vehicles) arriving to the Naval Station (NAVSTA) Rota pier aboard a USS/USNS ship, cargo destined for US Forces that enters Spain by any other mode of transportation and/or other port of entry must clear Spanish customs.
 - b. Inbound DOD material, to meet the "Duty Free" criteria, must be accompanied by some form of military documentation, which will vary depending on the point of origin, then be cleared using either a Spanish CF A-7 document for General Cargo or Spanish CF A-8 for HHG. The A-7 and A-8 are Spanish Customs documents available only to NAVSTA Rota Customs Representatives or their designated agents.
 - c. If no GBL is assigned, the Customs broker sends a fax to a representative in the city of Rota to verify the shipment. The Customs representative in Rota will collect the brokerage fee before authorizing the shipment to be released. The broker on each shipment completes an A-7 Spanish CF. There are no other requirements other than normal shipping documentation.
 - d. The customs clearance documentation for the cargo is a hand carried operation. The communications concerning undocumented shipments are carried out by fax or telephone.

While there is no duty on DOD material, there are brokerage fees that must be paid by the consignee, depending on the mode of shipment. Address cargo to a specific command vice an individual.

2. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/sp.htm>.
3. Surface. DOD cargo entering Spain from another European country, whether on a military vehicle or commercial carrier's vehicle, will be cleared with an A-7 or A-8 customs document (as appropriate), utilizing the AE Form 302-1 (with TO signature) or T-1 as authorization. The TO will fill out the required customs forms. There are no customs fees for DOD cargo but if an AE Form 302-1 is used, there will be a customs broker fee of 10,000 pesetas. If a T-1 is used, there is no fee paid. The T-1 may accompany the AE Form 302-1 that will exempt the shipment from customs fees.
4. Air:
 - a. Commercial Small Parcel Air (SPA). For small parcel shipments (normally 150 lbs. or less) not sent via one of the modes above, the most efficient way to clear customs is to ship via one of the authorized World Wide Express carriers into Spain. Since these carriers are under contract with the DOD, there are no brokerage fees for the consignee to pay and, if the TCN is associated with the shipment and clearly visible or if shipment is accompanied by a GBL, Military Freight Warrant or similar document, the shipment is quickly cleared through customs without delay. All other commercial SPA shipments will normally require extra coordination and take several days longer to clear customs and will probably also require the consignee to pay a brokerage fee of 5,000 pesetas.
 - b. Commercial Air Freight. For larger commercial air shipments (greater than 150 lbs.), cargo is held at the Spanish airport by customs authorities, and the local designated USG customs broker is notified who, in turn, notifies NAVSTA Rota Customs officials. Necessary documentation as indicated above is prepared by the customs broker and brokerage fees are collected from the consignee by a NAVSTA Rota customs representative before the shipment is authorized for release.
5. Sea. Customs clearance of DOD material arriving at a Spanish port aboard a commercial vessel is normally based on the cargo manifest accompanying the shipment. Either NAVSTA Rota customs personnel or a designated customs agent utilizing the A-7 or A-8 customs document, as appropriate, clears the shipment through the nearest Spanish Customs office. If a CBL is used, it is the shipper's responsibility to provide advance notification to the NAVSTA Rota Customs Office or TO. NAVSTA Rota Customs officials clear shipments arriving at the ports of Cadiz or Rota and no brokerage fees are applicable. Shipments arriving at all other Spanish ports will require a brokerage fee of 7,000 pesetas per individual shipment - not per vessel or per piece.

T. TURKEY

1. General.
 - a. In general, all Major Items of Equipment (MIE) and munitions items require HN Approval (HNA) before applying for an import clearance. It can take one to three months to obtain HNA from the Turkish General Staff (TGS) for inclusion on the Memo 60-1/2 or Master Authorization List (MAL). The Office of Defense Cooperation-Turkey (ODC-Turkey) keeps a list of items that have received HNA and that can have a Turkish Defense Approval (TDA)/Beyanname applied for prior import of the item. A Beyanname is a Turkish term and provides clearance/permission for cargo to be imported into Turkey. US Defence Representative Turkey (USDRT) Memorandum 60- 1 lists MIE items and USDRT

Memorandum 60-2 list munitions/weapon items. EXCEPTION: Approved items for Combined Task Force (CTF) Operation Northern Watch (ONW) are maintained on the MAL.

- b. Once HNA is obtained, a Beyanname must be applied for from TGS prior to import of the item. The Turkish Directorate of Customs maintains authority to differentiate between cargo requiring prior authorization/notice (requiring a Beyanname) and cargo requiring only submission of a manifest. A Beyanname is applied for by means of a TDA through ODC-Turkey, which takes approximately 30 days. Cargo requiring prior authorization/notice includes the following material: weapons, ammunition, and MIE. MIE includes vehicles (all types), computers and communications systems, generators, and classified cargo. Items requiring only submission of a manifest will be cleared by customs officials at the port of entry.
2. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/tu.htm>.
3. Surface. The customs procedure for overland carrier shipments is basically the same as aircraft shipments with the exception of the following: The customs process of overland shipments has to be finalized within 45 days after the arrival into Turkey. If the truck will make multiple stops within Turkey, then trucks (unless Turkish owned) can only move cargo under transit status from one point to another due to the Turkish Cabotage Law. This requires multiple customs clearances at each destination. Figure 510-12 shows the current Customs clearance process for USG cargo shipped using an overland carrier (truck).



Figure 510-12. Military Cargo Shipped Using an Overland Carrier (Turkey)

4. Air. The subsections below describe the different processes for air shipments arriving in Turkey.
- a. Military Cargo Shipped Using MILAIR.
- (1) ONW/CTF shipments: All MIE must be on the TGS MAL and have TDA applied for prior to import. If the TDA is not received prior to arrival, Customs frustrates the cargo and the CTF/C4 has 20 days to clear the cargo before it is impounded. Minor items can be cleared with the submission of a manifest with local Beyanname, and can be cleared within seven days. All CTF shipments are subject to a pre-inspection by CTF/C4 customs liaison, followed by a rigorous Turkish Customs inspection. Items that have not been cleared by TGS (approved TDA) will be impounded by Customs and could result in the whole consignment being frustrated upon entry. No item can be used until it has been cleared through customs. Seek assistance from CTF/C4 for all MAL consignments in support of CTF ONW at least two months prior to the proposed entry date.
 - (2) Shipments for US Forces Stationed in Turkey IAW NATO- SOFA: General cargo passes through Turkish Customs with no problem. Currently the Turkish Customs Offices authorized to clear US Forces shipments are located in Esenboga (Ankara), Ataturk (Istanbul), Cigli (Izmir), Incirlik (Adana), Antalya (for US Navy support aircraft) and Aksaz/Dalaman (Mugla) (for US Navy only). The shippers have been requested to add an additional information/remarks line on the original TCMD that provides the item nomenclature to customs personnel. When military vehicles, computers, munitions, weapons, etc., and MIE are shipped in and out of Turkey, TDAs must be made in advance of each shipment of these categories. There is an MIE listing identifying those items maintained at ODC-Turkey. This list is by stock number and currently is 38 pages long. It can have (and has had) items added to it with no notice from Turkish Authorities. The lead-time for TDA is 30 days from the time the owning organization on the US military installation in Turkey sends a request. The appropriate organization at the 39th Wing is responsible for making the initial TDA request for the US customer. TDA has to be granted prior to the entry. Classified military shipments may be exempt from Turkish Customs inspection when TDA is annotated as secret cargo. The customs clearance of classified documents and parcels will be performed as prescribed in NATO-SOFA and appropriate NATO directives. No TDA is required for international transit shipments (both the origin and final destination of cargo is out of Turkey).
 - (3) As shown in Figure 510-13, the process for clearing military cargo into Turkey is time consuming and complex. All cargo and paperwork, whether military or contractor, shipped into Turkey is severely scrutinized by Turkish Customs officials.
 - (a) Contractor Cargo Shipped Using a Military Carrier. Contractor cargo shipped using a military carrier into Turkey is treated as military cargo, therefore the Customs process for contractor cargo shipped using a military carrier is the same as for military cargo shipped using a military carrier.
 - (b) Military Cargo Shipped Using a Commercial Carrier.
 - (4) ONW/CTF shipments: When these shipments arrive at a commercial airport, the transport/freight companies have to provide a Transit Declaration to the Turkish Customs office at the point of entry in order to move cargo to the final destination. This transit document is also required to be submitted to the Turkish Customs office at the destination. Currently, Incirlik Turkish Customs is the only authorized customs office to clear ONW/CTF shipments. All ONW/CTF shipments are subject to a pre-inspection by

CTF/C4 military personnel, followed by a rigorous Turkish Customs inspection. Items that have not been cleared by the TGS will be impounded and could result in frustration of the whole consignment by Turkish Customs upon entry and Turkish Customs can technically start accruing storage charges after three workdays. The equipment cannot be used until it has been cleared through Turkish Customs. A TDA has to be completed for all ONW/CTF cargo arriving on air express carriers. Advance notification is the key to this process. TDA is completed by CTF/C4 and is available when carrier personnel arrive. Assistance is to be sought from CTF/C4 for all consignments in support of ONW/CTF. It is the responsibility of the carrier to clear Turkish Customs, as shown in Figure 510-14.

(5) Shipments for the US Forces Stationed in Turkey IAW NATO-SOFA:

- (a) When these shipments arrive at a commercial airport, the transport/freight companies have to provide a Transit Declaration to the Turkish Customs office at the point of entry to move cargo to the final destination. This transit document is also required to be submitted to the Turkish Customs office at the destination. Currently the Turkish Customs offices authorized to clear the US Forces shipments are Esenboga (Ankara), Ataturk (Istanbul), Cigli (Izmir), Incirlik (Adana), Antalya (for US Navy support aircraft) and Aksaz/Dalaman (Mugla) (for US Navy only).

Advance notification is the key to this process. TOs complete appropriate blocks of USAFE Form 554 (NATO Beyanname) and deliver it to the relevant agencies/companies. Assistance is to be sought from TO Freight sections for all consignments in support of US Forces (SOFA) shipments. It is the responsibility of the carrier to clear Turkish Customs, as shown in Figure 510-13.

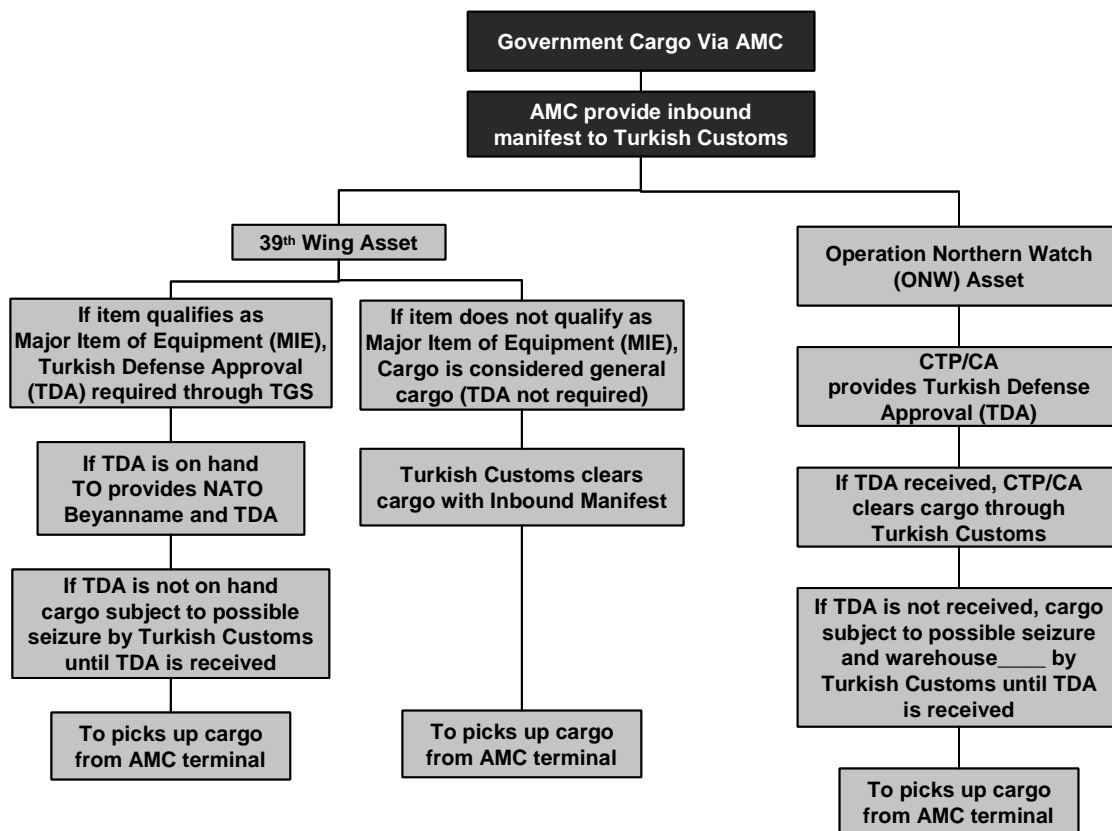


Figure 510-13. Customs Process for Military Cargo Shipped Using a Military Carrier (Turkey)

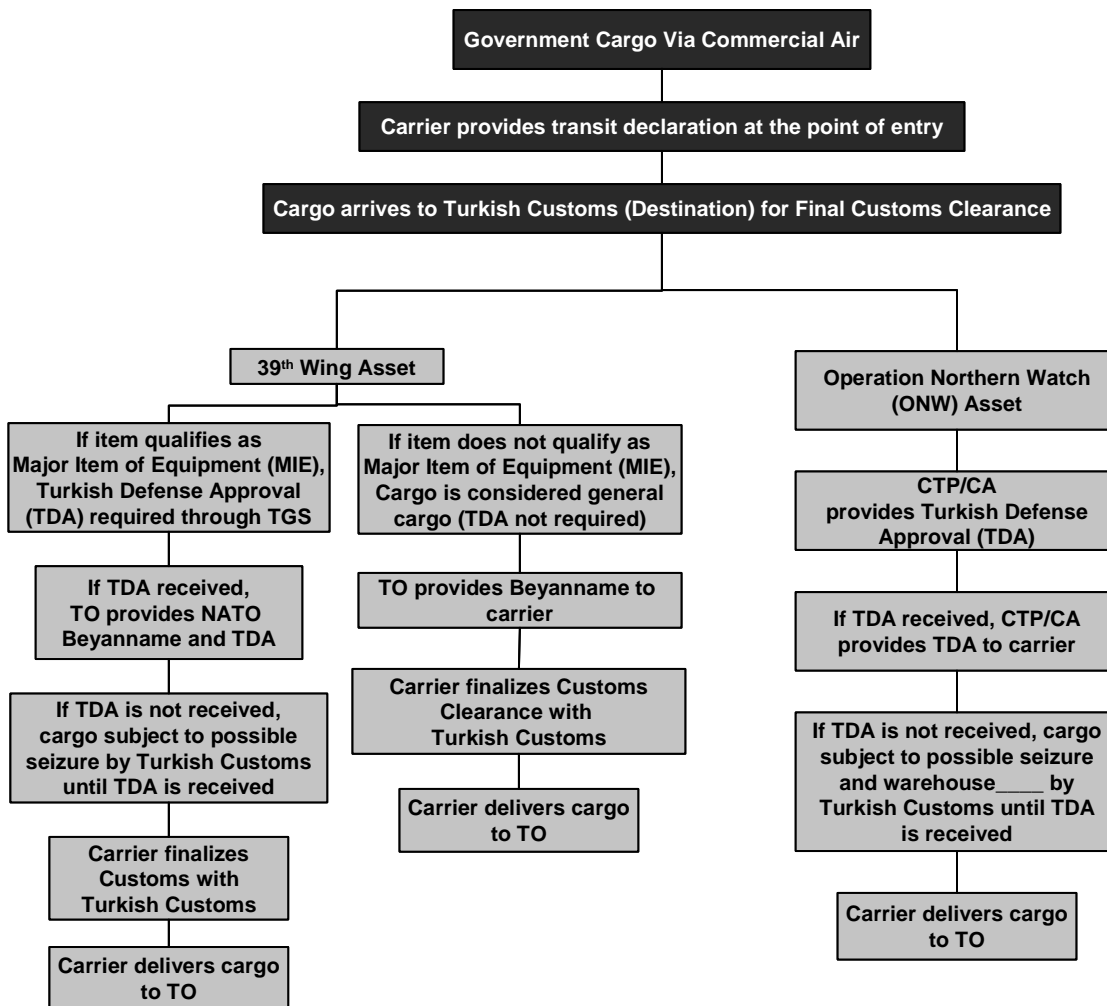


Figure 510-14. Military Cargo Shipped Using a Commercial Carrier (Turkey)

5. Sea.

- a. The customs procedure for ocean vessel shipments is basically the same as aircraft shipments with the exception of the following: The customs process of ocean shipments has to be finalized within 45 days after the arrival into Turkey. Currently Turkish Customs Offices authorized to clear US Forces shipments are at the seaports of Istanbul, Izmir, Iskenderun, Yumurtalik/Golovasi (for fuel only), Antalya and Aksaz/Karaagac (for US Navy only). Shipments may be shipped back to origin to prevent long frustration times and international incidents with Turkish Customs authorities. Consult MTMC, 840th US Transportation Battalion prior to shipping any MIE to Turkey via ocean. Also contact MTMC to identify the most appropriate POD in Turkey since some ports in Turkey have import/export restrictions imposed by the Government of Turkey for the US Forces shipments. Figure 510-15 depicts the Customs clearance process for military cargo shipped to Turkey by ocean vessel.

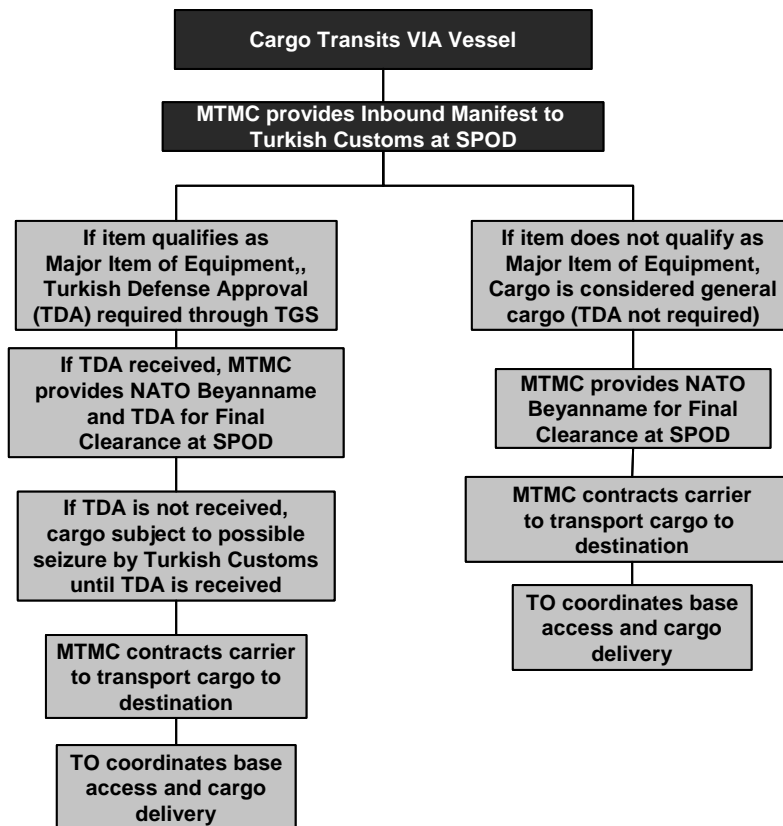


Figure 510-15. Military Cargo Shipped Using an Ocean Vessel (Turkey)

6. Personal Property.

- a. Personal Property/HHG. IAW NATO-SOFA, a member of the US Forces or civilian component may, at the time of his/her first arrival in Turkey or at the first arrival of any family member (over 18) to join him/her, import his/her personal effects and furniture free of duty for the term of such service. Turkish Customs requires the use of USAFE Form 554 (NATO Beyanname) which has to be certified by TO Customs Liaison Offices for personal property brought to Turkey by US Forces personnel. A personal property Beyanname is a written declaration between the military member and the Government of Turkey that provides customs control of personal items brought into the country. Currently there are more than 30 line items.
- b. When departing Turkey, items annotated on the personal Beyanname records must be accounted for either by export, transfer to another authorized individual or a theft report. If those items cannot be accounted via one of these methods, a fine (up to 400 percent of the Turkish value of the item) is possible. Shipments must arrive no earlier than 60 days prior or 180 days after sponsor or family member initial arrival. If a personal property shipment arrives out of this period, a waiver is required from the Turkish Customs Authorities. This rule does not apply to POV shipments. POVs are moved under MTMC's Global POV Contract to and from Turkey.

U. UNITED KINGDOM

1. General. The following subsections describe the Customs clearance process for military-type cargo shipped into the United Kingdom (UK) from the US. The UK has an electronic system for handling Customs, referred to as the Customs Handling of Import and Export Freight (CHIEF) system.
- a. CHIEF System Overview. The CHIEF system is an advanced Customs declaration processing system that is used for the receipt, storage, retrieval, and processing of international import and export trade by land, sea, or air. The CHIEF system links Customs offices around the UK to ports, airports, and several thousand commercial businesses. CHIEF primarily uses UN/EDIFACT messages to transmit Customs clearance declarations and approval/rejection information. CHIEF uses a C88, Single Administrative Document (SAD), to make import, export, and warehouse procedures in the UK simple and more flexible. CHIEF is part of Her Majesty's Customs and Excises (HMC&E) Customs freight and simplified procedure initiative. Figure 510-16 depicts the HMC&E internal customs process using the CHIEF system and SAD.

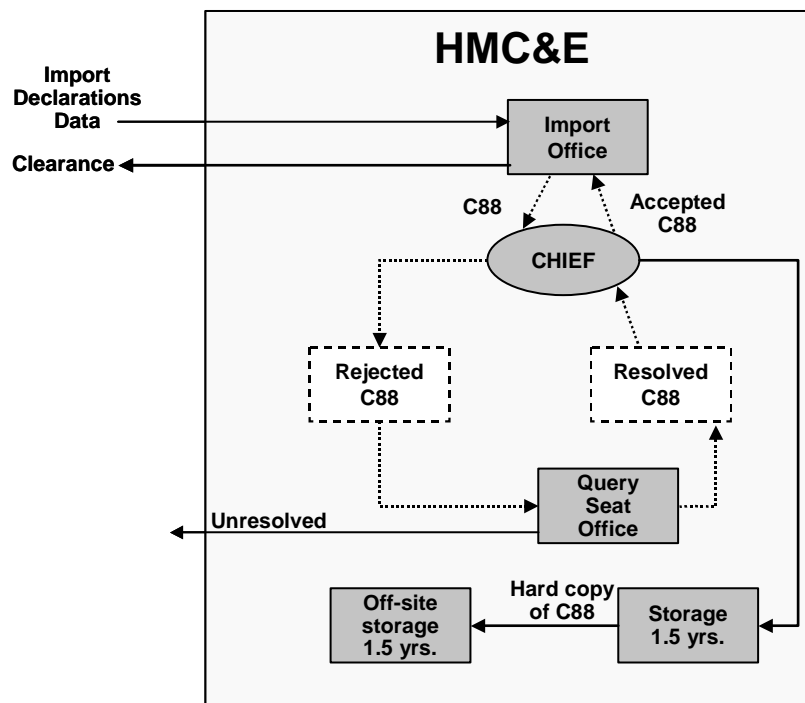


Figure 510-16. HMC&E Internal Customs Process

- b. The import declaration data is generated from the cargo manifest and the AWB. This data is received by HMC&E import office personnel and entered into the CHIEF system. CHIEF supports both Human Computer Interface (HCI) and Electronic Data Interchange (EDI) traffic. It is generally accessed using terminals connected via the Government Data Network. If the import declaration data is accepted, the system transmits the accepted C88 back to the HMC&E import office. Should the C88 information be rejected, the C88 is forwarded to the HMC&E Query Seat office for resolution. The Query Seat Officer will attempt to resolve the C88 misinformation and return the resolved C88 back through the CHIEF system to the Import office. If the Query Seat Officer cannot resolve the C88 information, a C20X rejection notice is sent back to the trader. C88 information is printed in hardcopy form and stored at the HMC&E Office for 1.5 years, at which time it is moved to an off-site storage location for another 1.5 years, then destroyed.

- c. Customs Input Entry (CIE). There are two manual methods for submitting an import declaration into CHIEF. The methods are CIE and Direct Trader Entry. The trader brings import shipment information or an import declaration to the Customs office where it is numbered and, after initial inspection, is entered into the CHIEF system. If the system rejects the CIE entry during validation, the input documents are passed to the staff at the Query Seat to resolve the error(s). If the query seat staff cannot resolve the error(s), the query seat staff issues a C20X back to the trader. Traders may also submit pre-logged entries followed by a notification of goods arrival.
 - d. Direct Trader Input (DTI). Another method of submitting import declarations by the trader into the CHIEF system is by DTI. With DTI, the trader enters shipment information or import declarations electronically into the DTI system. The DTI system acts as a firewall between the CHIEF system and the trader. Under the DTI Customs Clearance Process the trader enters shipment information or import declarations on their own computer equipment and submits it to CHIEF through the DTI system or by e-mail to Custom's X.400 mailbox (only available for supplementary declarations). The trader's computer equipment can either act as a dependent terminal supporting the CHIEF HCI, or can be intelligent and use the CHIEF EDI interface for submitting declarations. Errors detected during the validation process are reported to the user and then corrected. Front-end credibility checks are also applied and the user is challenged to confirm as correct, or to amend any information that fails a check. The following is a list of DTI providers for the UK CHIEF system:
 - (1) Community Network Services (CNS)
 - (2) Cargo Community Systems-United Kingdom (CCS-UK)
 - (3) Dover Harbor Board (DHB)
 - (4) Maritime Cargo Process (MCP)
2. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/uk.htm>.
 3. Surface. TBD.
 4. Air. All cargo going through RAF Mildenhall, imports and exports, must be cleared through HMC&E on a SAD, Form C88a, and all forms must be sent to HMC&E at the Entry Processing Unit (EPU) Kings Lynn.
 - a. Goods for the exclusive use of the US Armed Forces are cleared by AMC at the aerial port at RAF Mildenhall.
 - b. Shipments for UK contractors and MOD units or government. Import shipments for UK contractors supporting DOD contracts for repair and return, which does not qualify for the SOFA. When contractors' shipments move to RAF Mildenhall by MILAIR, the TO at RAF Mildenhall will notify contractors and or his/her agents to lodge a customs clearance request (C88A) to HMC&E at Kings Lynn. These shipments will not be released until customs clearance is granted and the release note is received at the TO.
 5. Sea. TBD
 6. Personal Property. Personal Property. Personnel who intend to ship their personal property to the UK upon separation or retirement must prepare and submit a C-3 customs form, Bringing your personal belongings to the United Kingdom from outside the European Community, Figure 510-17, to HMC&E. The C-3 is not to be confused with the DD Form 1434, United Kingdom (UK) Customs Declaration For The Importation of Personal Effects of U.S. Forces/Civilian Personnel On Duty In The UK, Figure 510-18, which is required for all personnel traveling to the U.K. for active duty. HMC&E forms can be obtained at: <http://www.hmce.gov.uk/>.



C 3

Bringing your personal belongings to the United Kingdom from outside the European Community

This form is for you to declare your belongings to Customs and to claim any duty and tax free reliefs that may apply when you return to or transfer your normal home to the EC. The reliefs are explained in Customs Notice 3 - 'Bringing your belongings and private motor vehicle into the United Kingdom from outside the European Community'. If you are a temporary visitor, you may also need to read our Notices 200 'Temporary importations' and 308 'Temporary Importations - means of transport' and complete Form C 108 instead of this form.

If you want a copy of these notices or more information, ask our National Advice Service (Tel: 0845 010 9000).

Please note that you will also need to complete the following forms if you are bringing in:

- private motor vehicles: Form C 104A (if imported on transfer of residence) or C 179B (if previously exported from the EC) or C 108 (if temporarily imported);
- pets: Form C 5 (if permanently imported) or C 108 (if temporarily imported); or
- furnishings for a secondary home in the EC: Form C 33.

This form, the others mentioned and Notices 3, 200 and 308 are also available on our Internet website:
<http://www.hmce.gov.uk>

Please complete these details:

Personal details	Please use BLOCK LETTERS		
	Surname	Forename(s)	Date of your arrival in the UK day month year
Packing details	* Packages include cases, cartons, tea chests and the like. * You must attach a complete detailed packing list to this form; and number and sign each page of the list.		Total number of packages containing your belongings.
	Please answer questions on page 2 and complete Parts A and B on pages 3 and 4. ➔		
Request to clear When your belongings arrive in the UK you, or your agent, should complete this part.	Ship's name or aircraft flight number		Bill of lading or airway bill number
	Place of loading abroad		Container number(s)
	Place of import	Date of import	Place for examination
	I request clearance of the goods mentioned above.		
	Signature (importer or agent) Date		

For official use

Figure 510-17. Form C 3, Bringing Your Personal Belongings to the United Kingdom
From Outside the European Community

UNITED KINGDOM (UK) CUSTOMS DECLARATION FOR THE IMPORTATION OF PERSONAL EFFECTS OF U.S. FORCES/CIVILIAN PERSONNEL ON DUTY IN THE UK		
1. MEMBER		2. DATE PREPARED (YYYYMMDD)
a. TYPED OR PRINTED NAME <i>(Last, First, Middle Initial)</i>	b. RANK OR GRADE	
3. ORIGIN TRANSPORTATION OFFICE	4. UK DUTY STATION AND ORGANIZATION	
5. DECLARATIONS Before completing this form, review PPCIG, Vol. II, General Instructions, United Kingdom and the listing of prohibited and restricted items on the reverse of this form. <i>(X the appropriate boxes below.)</i>		
WARNING: Severe penalties can be imposed for false declarations.		
a. THIS IS A: <input type="checkbox"/> HOUSEHOLD GOODS SHIPMENT <input type="checkbox"/> UNACCOMPANIED BAGGAGE SHIPMENT		
b. DOES THIS SHIPMENT CONTAIN WEAPONS OF ANY KIND? <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, INCLUDE MAKE, MODEL, AND SERIAL NUMBER OF ALL WEAPONS HERE.		
c. DOES THIS SHIPMENT CONTAIN ANY ITEMS THAT FALL WITHIN THE LIST OF RESTRICTED ITEMS <i>(listed on back)?</i> <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, GIVE DETAILS HERE.		
d. DOES THIS SHIPMENT CONTAIN A MOTORCYCLE OR MOPED? <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, INCLUDE MAKE, MODEL, AND SERIAL NUMBER HERE.		
e. I, the undersigned, ordered to duty in the United Kingdom in service of U.S. Forces, hereby declare that the goods imported into the UK are my personal property and are for myself and my family only. In consideration of the fact that the goods are being accorded admission free of customs charges, I agree not to dispose of them to non-members of the U.S. Forces while I remain in the United Kingdom. I have been fully briefed on the completion of DD Form 1434 and have read the notes on the reverse of this form. The declarations made by me are to the best of my knowledge true and correct.		
(1) TYPED OR PRINTED NAME <i>(Last, First, Middle Initial)</i>	(2) RANK OR GRADE	(3) SIGNATURE

DD FORM 1434, JUN 2002

PREVIOUS EDITION IS OBSOLETE.

Reset

Figure 510-18. DD Form 1434, United Kingdom (UK) Customs Declaration for the Importation of Personal Effects of U.S. Forces/Civilian Personnel On Duty in the UK

CHAPTER 511

UNITED STATES PACIFIC COMMAND (USPACOM)

A. GENERAL USPACOM GUIDANCE

This chapter identifies regulations or directives and establishes Customs/Border Clearance requirements and procedures and organizational POCs responsible for the entry/exit of material and personnel from the various countries listed. There is presently no electronic foreign Customs interface for military shipments going through Japanese Customs.

B. CUSTOMS CLEARANCE PROCESSES

This section provides the most up-to-date overseas customs process information that has been obtained for the following countries:

Australia	Mongolia
India	Nepal
Indonesia	Papua New Guinea
Japan	Philippines
Korea, North	Sri Lanka, Republic of
Korea, Republic of	Taiwan
Laos	

C. AUSTRALIA

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/as.htm>.
2. Cargo
 - a. Government. When military equipment is shipped into Australia for combined exercises or training or other activities approved by the Australian Government, Australian Customs and the Australian Quarantine Inspection Service must be advised at least four weeks in advance of the arrival at the First Port of Entry (FPE) and four weeks before departure at the Last Port of Departure (LPD).
 - b. Military weapons destined for exercises approved by the Australian Government are exempted from normal import and export restrictions (Australian Regulation 3A Customs Regulations 1956 – Prohibited Import), but other goods subject to controls, such as drugs and pharmaceuticals, are not exempt. These require a permit issued by the appropriate authority. All weapons and equipment must be clearly manifested. At the time of importation, the US Defense Force must be the owner of the goods or a member of that defense force must have been issued those goods.
 - c. The export of goods from Australia is controlled by laws and Government policies to:
 - (1) Prohibit the export of certain goods either absolutely or conditionally; and
 - (2) Adequately record Australia's international trade.

Total prohibition applies to the export of protected wildlife, some heritage items and other dangerous goods. Goods that are conditionally prohibited from export may not be exported unless all necessary export permits are obtained from the relevant permit-issuing agency. Further, goods may not be exported, or loaded on a ship or aircraft for export (some exemptions apply) and Customs has given approval to export by means of a "cleared" Export Clearance Number.

- d. All export consignments greater than Australian dollars (AUD) \$2000 in value will require an export entry. Ships or aircraft may not depart from Australia unless Customs has issued a Certificate of Clearance. A certificate will not be issued unless all Commonwealth requirements about the ship or aircraft and its cargo have been met.
3. Personal Property and POVs. Customs is responsible for the clearance of all unaccompanied effects from overseas. The member/employee can clear unaccompanied effects. The member/employee can also appoint a nominee to clear the effects or use a customs broker. In order to clear goods, the following steps need to be taken:
- Complete a Form B534, Unaccompanied Personal Effects Statement, Figure 511-1;
 - Provide passport;
 - Provide detailed packing list.

AUSTRALIAN CUSTOMS SERVICE **UNACCOMPANIED PERSONAL EFFECTS STATEMENT** **AQIS**

• This is a legally binding document and may be used as evidence.
• This statement must be completed in English (except where noted).
• With all errors and omissions to be initiated.

WARNING
Do not carry drugs. Penalties for drug offences in Australia are severe. A false or misleading statement to a Customs Officer is an offence and may involve heavy penalties, including forfeiture of any goods concerned.

NOTICE
The Privacy Act 1988 says we must tell you why we are collecting this information, how we will use it and whether you have to give it to us. This information is required to ensure travellers comply with Australian Customs, Quarantine, Health, Wildlife and Currency laws. We require this information under the Customs Act 1901, the Quarantine Act 1908, the Wildlife Protection (Regulation of Imports and Exports) Act 1982 and the Financial Transaction Reports Act 1988. Customs also need the information to calculate the right amount of duties and taxes. Any overseas you do not answer will be asked by a Customs or Quarantine Officer. The Australian Customs and Quarantine Service are not permitted to disclose this information or any supplementary information you give, except when authorised or required by law.

Please complete the following details

Given names		Family name	
Address and telephone number of intended or actual Australian residential address		Date of birth	
Sex <input type="checkbox"/> Male <input type="checkbox"/> Female	Passport number		Country of issue
Persons covered by this statement: <input type="checkbox"/> Myself <input type="checkbox"/> Spouse		Name of spouse?	
Spouse (passport number)		Number of children under 18 years of age?	

How I arrived or intend to arrive in Australia

On (airline flight number or ship name)		At (port or airport)
Date, or estimated date, of arrival?		Country of departure

For returning residents only

Other countries visited	Period of absence from Australia
-------------------------	----------------------------------

How my personal effects arrived or will arrive

☐ By Mail, or ☐ By Air, or ☐ By Sea (If by air or sea then complete below)

The (number of packages) consigned to me have arrived or are due to arrive:

On (airline flight number or ship name)	At (port or airport)	Date, or estimated date, of arrival?
Consignment number	See Bill or Air Waybill number	Name of local business handling your personal effects?

Clearing your personal effects
You may clear your personal effects or pay a licensed Customs Broker to clear them for you. Alternatively, you may nominate somebody else (eg a family member or friend) to act on your behalf. If you wish to nominate somebody else, you must fill in the details of your nominee in the space provided below.

Family name		Given names
Address		Phone number

Your nominee will need to produce one of the following forms of identification when clearing your goods through Customs.

Driver's licence number	Place of issue	Or	Passport number	Country of issue
-------------------------	----------------	----	-----------------	------------------

Declaration
I declare that the above particulars are to the best of my knowledge true and correct.

Signature of owner	Date
--------------------	------

Figure 511-1. Unaccompanied Personal Effects Statement

4. Duty free concessions applying to alcohol, tobacco, and other articles that arrive accompanied through Customs do not apply when the same goods arrive as unaccompanied effects. Additionally, customs duty and taxes are payable on goods acquired as gifts.
 - a. Any motor vehicle imported into Australia must have a Vehicle Import Approval issued by the Department of Transportation and Regional Services.
 - b. Duty free concessions for personal effects, HHG and motor vehicles arriving in Australia for USA SOFA personnel is controlled by Customs By-Law 9940005.
 - c. Cargo not related to military exercises must go through the formal entry process, when the value exceeds AUD \$250.
 - d. Information may be obtained at www.dotars.gov.au or by e-mail at Vimports@dotars.gov.au.
5. Firearms/Weapons – Australian Regulation 3A Customs (Prohibited Import) 1956 for import and Regulation 13E (2) Customs (Prohibited Exports) control the import and export of firearms in Australia.
 - a. Firearms and weapons owned and imported by the US Military for participation in combined exercises or other activities approved by the Australian Government are exempt all permit requirements for both import and export. These goods must be manifested and cleared through Customs. At the time of importation, the US Military must be the owner of the equipment.
 - b. Personal equipment including military souvenirs, firearms or dangerous weapons, including trophies/displays or military souvenirs not owned by the US Military is subject to normal customs requirements.
6. Modes of Shipment
 - a. Military Air or Sea. Cargo arriving or exiting by military airlift or sealift is to be reported at FPE on an uncoded and legible manifest. The manifest must show the intended port of destination.
 - (1) Cargo moved to a subsequent port for clearance is moved under Customs control and must be reported at the destination port for clearance. Customs entries are not required for foreign Defense Forces participating in military exercises approved by the Australian Government.
 - (2) At the time of importation, the US Defense Force must be the owner of the goods or a member of that defense force must have been issued those goods. All weapons and equipment must be clearly manifested.
 - (3) Customs Prohibited Imports and Prohibited Export Regulations exempt specified visiting foreign Defense Forces from import and export permits for certain defense goods when such forces arrive in Australia to participate in activities approved by the Government (such as combined exercises and training) and when they subsequently depart from Australia.
 - (4) Permits for all other goods subject to controls (e.g. drugs and pharmaceuticals) will be required from the appropriate authority. A manifest is to be produced at the LPD to confirm export of the cargo. The Australian Customs Service may examine the cargo on importation and/or exportation.
 - (5) Personnel. Upon arrival at all airports, a passenger list must be provided to Customs. The list must include full name, date of birth, gender, and passport/visa number/confirmation that the passenger holds an ETA. Duty passengers covered by

SOFA can enter Australia on military ID and movement orders (individual or collective).

- (6) Spouses and/or dependants of US armed forces members covered by SOFA, CAF and AFP must present a valid passport and either movements orders or a certificate stating that the person is a spouse or dependant and is accompanying or joining that member. Spouses and/or dependants who comply with these requirements are cleared to hold a Special Purpose visa under the Migration Regulations.
 - (7) Upon departure, outgoing military aircraft must produce one copy of the cargo manifest and a copy of passenger list. Normal immigration processing applies to passengers e.g. Outgoing Passenger Card and passport. Military ID is an acceptable travel document for passengers on orders.
- b. Commercial Air. Advanced Passenger Information must be provided to Customs for expected flight movements at least 48 hours prior to arrival and 24 hours prior to departure. All passengers should have the following:
- (1) Passport or military ID;
 - (2) Completed Incoming Passenger Card.

Documents are returned after processing.

- (1) Goods imported into Australia by commercial airline will be reported electronically to Customs by the handling agent or freight forwarder.
 - (2) For Customs reporting purposes, the airline company or local handling agent requires the following information: full details of the consignor, consignee, description of the goods, value and origin.
 - (3) For Customs clearance purposes, the minimum documentation required to be submitted with customs import entries or Informal Clearance Documents includes an air way-BL, invoices, and any other papers (including packing lists, insurance documents, etc.) relating to the shipment.
7. The Customs Act of 1901 requires importers to retain commercial documents relating to a transaction for five years from the date of entry. These documents may be required for Customs audit purposes. The goods will remain in a Customs licensed depot until Customs and Quarantine clearance has been completed and the goods released.
8. There are severe penalties for not declaring prohibited or restricted items and goods on which duty or taxes are due.
9. Please refer to the Customs website www.customs.gov.au for further information on items which must be declared on arrival.
10. Commercial Ocean Vessel Shipments. Goods imported into Australia and exported from Australia by ship are treated in the same manner as air cargo above.

D. CAMBODIA

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/cb.htm>.
2. Cargo. To be developed.

E. INDIA

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/in.htm>.
2. Cargo
 - a. Government. Depending on whether the cargo is for use in the Embassy or for a combined exercise, it is handled differently. For cargo going to the Embassy, import permission for goods is required from the Ministry of External Affairs. The Ministry of External Affairs requires complete details of the contents of the shipment, along with their approximate value and use. For cargo meant for a combined defense exercise, import permissions are required from the Ministry of Defense, Ministry of Finance, or Ministry of External Affairs.
 - b. For incoming cargo consigned to the Embassy, the Embassy recommends at least ten days advance warning. This enables the Embassy to obtain the necessary prior approval from the Government of India before the shipment reaches Indian ports. For cargo shipped overland, the duty exemption certificate must be obtained from the Ministry of External Affairs detailing the content of the shipment. The US Embassy shipping expediter goes to the border to complete the customs clearance formalities. The US Embassy does not have direct control over cargo booked on a door-to-door basis. The Embassy provides the duty exemption certificate for the shipment to the destination agent.
3. Personal Property. Personnel assigned to the US Embassy require duty free permission from the Ministry of External Affairs for the importation of HHG and UB. POVs must meet pollution emission standards as mandated by the Government of India. The member/employee must have a EURO II certificate from the manufacturer or a certificate from the US EPA authorities.
4. Firearms/Weapons. Importation of firearms/weapons into India is prohibited without special permission from the Government of India. Weapons are subject to physical verification by the customs authority at the time of their import.
5. Pets. Member/employee must obtain an import sanitary permit from the Ministry of Agriculture or an import license from the Director General of Foreign Trade, Ministry of Commerce. The member/employee should have a valid health certificate with them at the time of importing the animal. The Department of State recommends the member/employee hire a private pet expediter, because the General Services Office does not handle pets. Local pet expediters can be referred to a member/employee upon request.
6. Modes of Shipment
 - a. Military Air. There currently are no provisions in place for the US to import cargo via military vessels/aircraft into India. If military cargo is consigned to the US Embassy, then it is treated as any other cargo. If military cargo is consigned to the India Ministry of Defense, it is the responsibility of the Government of India to make the necessary arrangements for its customs clearance.
 - b. Commercial Air. As stated above (Cargo), shipments coming in under a commercial contracted carrier must be consigned to the US Embassy, New Delhi. The General Services Office receives the Airway Bill and packing list or invoice, then prepares the exemption certificate and sends it to the Ministry of External Affairs for duty-free import.
 - c. Ocean Vessel Shipments. As stated above (Cargo), shipments coming in under a commercial contracted carrier must be consigned to the US Embassy, New Delhi, India. As soon as the General Services Office receives the BL and the packing list or invoice, the office prepares the exemption certificate and sends it to the Ministry of External Affairs for duty-free import.

F. INDONESIA

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/id.htm>.
2. Cargo.
 - a. Government. The Government of Indonesia extends duty-free privileges only to holders of diplomatic or consular titles and members whose agencies have special agreements with the Government of Indonesia. A general declaration and packing list, along with the cargo manifest and any other shipping documents, should accompany all cargo. Each item must be listed on the cargo manifest. US Embassy Jakarta does not recommend consolidating shipments through a freight forwarder company. Consign directly to the US Embassy and indicate the agency's name. To expedite shipment, notify the post of shipping details prior to the shipment's arrival. This prior notification enables the post to prepare import permits required by the Government of Indonesia and Customs.
 - b. Personal Property. HHG and UB, not to include POV or motorcycle, may be shipped directly to Jakarta, and may arrive prior to member's/employee's arrival on post. Designate the consignee on the BL as:

American Embassy
Jakarta, Indonesia
For (Name of Member)

- c. To obtain import permits from the Government of Indonesia Foreign Ministry, fax a copy of the Ocean Bill of Lading (OBL) and Packing list/HHG descriptive inventory to the General Service Office (GSO)/Transportation, number 62-21-34359923. Send the original BL via air courier or, if time permits, US Express Mail.
- d. Do not ship a POV, motorcycle, or any other motorized vehicle in a HHG shipment. The Government of Indonesia grants preliminary permission to import a POV duty free only after member/employee arrives at post and has been accredited by the Government of Indonesia Ministry of Foreign Affairs (MOFA). The OBL for a POV must contain the following vehicle information: Vehicle Year/Make/Model/Type/Color/VIN or chassis number and engine number. Incomplete or missing data on the OBL will delay the clearance and vehicle registration process. Complete the following vehicle questionnaire and send it to GSO/Transportation:
 - (1) Name, Diplomatic Title, and estimate arrival date at post.
 - (2) Vehicle Year/Make/Model/Type.
 - (3) Price in Cost, Insurance, Freight in US Dollars.
 - (4) Engine displacement (CC).
 - (5) Country of origin.
 - (6) Name of address of car dealer (for new car).
 - (7) Estimated date of importation.
 - (8) VIN or chassis number.
 - (9) Engine number.

Original BL covering a POV shipment should be forwarded immediately to the Embassy GSO/Transportation via air courier.

- e. Firearms/Weapons. Import of firearms is prohibited.

- f. Pets. Must have import from the Ministry of Agriculture. The pet must have a health certificate issued within five days prior to shipment, stating that the animal is free from any disease and has not been in a Yellow-Fever-infected area for at least five days prior to shipment.
- g. Security and law enforcement. The Government of Indonesia strictly prohibits the importation of firearms, drugs and narcotics, and indecent or obscene publications. Importation of alcohol is limited.

3. Modes of Shipment

- a. Military Air Shipments. As stated above (Cargo), a BL, cargo manifest, general declaration and packing list, along with any other shipping documents, should accompany all cargo. Each item must be listed on the cargo manifest. On the BL, designate the consignee as:

American Embassy
Jakarta, Indonesia
For (Name of agency)

- b. Commercial Air. As stated above (Cargo), a BL, cargo manifest, general declaration and packing list, along with any other shipping documents, should accompany all cargo. Each item must be listed on the cargo manifest. Designate the consignee on the BL as provided above.
- c. Ocean Vessel Shipments. As stated above (Cargo), a BL, cargo manifest, general declaration and packing list, along with any other shipping documents, should accompany all cargo. Each item must be listed on the cargo manifest. Designate the consignee on the BL as provided above.

G. JAPAN

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/ja.htm>.
2. Cargo. The following paragraphs describe the customs clearance and inspection process for government and personal property shipped into Japan. The SOFA between the US and the Government of Japan (GOJ) establishes the guidelines by which government cargo and personal property can be shipped into Japan. Generally, property bound for the US Armed Forces in Japan enters duty-free.
 - a. United States Forces-Japan (USFJ) Regulations (Figure 511-2). The following regulations implement those portions of the SOFA that deal with customs clearance of, access to, use, and resale of duty-free goods.

USFJ Instruction 31-207, Weapons and Firearms in Japan

USFJ Instruction 90-205, Entry and Exit of Individuals, Cargo, Aircraft, and Surface Vessels.

Figure 511-2. USFJ Regulations

- b. Government Property. The US-GOJ SOFA Article XI states “all materials, supplies, and equipment imported by the United States Armed Forces, for official use of the United States Armed Forces or for use of the members of the United States Armed Forces, will be free from customs duties and other such charges. Appropriate certification will be made that such materials, supplies, and equipment are being imported to be used exclusively by the United

States Armed Forces or ultimately to be incorporated into articles or facilities used by such forces.”

- c. **Personal Property.** The US-GOJ SOFA Article XI also allows military personnel, civilian employees of the Armed Forces, invited contractors, technical representatives, and their families assigned to USFJ to ship reasonable quantities of personal property into Japan without paying duty or customs taxes for a period of six months after arrival. Personal property includes any item shipped in HHG, UB, or hand carried to the port of entry (normally Narita, Kansai, Haneda, Fukuoka, or Naha International Airports or Misawa, Yokota, and Kadena ABs and Marine Corps Air Station (MCAS) Iwakuni). As a result, USFJ personnel governed by the SOFA are not authorized to:
 - (1) Use their duty-free privileges to import goods into or from Japan for the purpose of realizing personal gain or profit, or for providing a gain or profit for any other individual.
 - (2) Use their duty-free privileges to import property when the property is not intended for the personal use of the individual or the individual’s SOFA family members. As a result, importing commercial goods for resale or gifts is prohibited.
 - (3) Deliberately importing goods into Japan in quantities exceeding personal needs or the needs of their bona fide family members.
 - (4) Personal property shipments to Japan using a reengineering initiative must be coordinated with USFJ. Rationale is that local TOs and Military Common User Port Operators must still process proper documentation to clear shipments through GOJ customs. A GBL should still be used to move personal property to Japan. Procedures have not been coordinated with GOJ to use commercial documentation to customs clear shipments. The USG must still abide by the SOFA.
 - (a) Customs clearance of personal property is subject to the six-month rule. If a member ships property into Japan via commercial means after six months, the SOFA member is responsible for accomplishing the proper paperwork with GOJ Customs Officials. Personnel who ship property into Japan after six months must pay the applicable customs duties, ship or hand-carry the items back out of Japan, or abandon them. When the member makes a permanent change of station (PCS) move from Japan, there will be no customs duties upon export of these goods from Japan.
 - (b) Exceptions to the six-month rule. Items shipped into Japan through the Air Postal Operations (APO) are not subject to the six-month rule. However, import restrictions on types of items and the prohibition on items in excess of personal need still apply. Vehicles and vehicle parts are not subject to the six-month rule, however vehicles are subject to import restrictions.
- d. **Import Restrictions.** Under GOJ law and USFJ directives, the following are restricted or prohibited from importation into Japan. The list is not all encompassing and should only be used as a guide.
 - (1) Fresh fruits and vegetables.
 - (2) Plants, seeds, bulbs, and straw goods.
 - (3) Animal products such as unprocessed meats.
 - (4) Endangered species or products made from endangered species.
 - (5) Counterfeit, altered or imitation coins, paper money, bank notes, or securities.

- (6) Any books, pamphlets, paper, writings, advertisements, circulars, prints, pictures, drawings, motion picture films, phonograph or tape or wire recording, containing any matter advocating or urging treason or insurrection against the GOJ or the US.
 - (7) Obscene books, drawings, carvings, films, videos, and other articles of a pornographic nature.
 - (8) Any narcotic drug or utensil used therefore. Includes marijuana, amphetamines, and hallucinogenic drugs to include instruments for their administration.
 - (9) Ammunition, gunpowder, and explosives.
 - (10) Importation of items in excess of personal needs.
- e. Firearms/Weapons Restrictions. GOJ Custom's officials strictly control the importation of firearms/weapons of all types. USFJ Custom's officials suggest personnel coming for assignment in Japan leave all types of privately owned firearms/weapons in the US. However, if a member desires to ship authorized firearm(s) they should be shipped as outlined in the Personal Property Consignment Instruction Guide (PPCIG) (available at <http://www.mtmc.army.mil>)
- (1) Privately owned firearms may not be hand carried to Japan.
 - (2) USFJ members are not authorized to import or possess handguns.
 - (3) Personnel will not ship any firearm or ammunition in HHG, or accompanied or UB.
 - (4) Firearms that are authorized by the PPCIG must be mailed by the member through the US Postal System, consigned to the Commander, unit of assignment, of the gaining command and marked for the member.
 - (5) Component and installation commanders are authorized to impose more stringent requirements, therefore, it is important to follow the instructions in the PPCIG. Also, the member should communicate with his/her gaining unit and/or sponsor.
 - (6) Firearms that are authorized and mailed must be registered with the local Provost Marshal or Security Forces Squadron immediately upon the weapon arriving in Japan. Personnel must have a bill of sale or a registration from the last duty assignment for the weapon to complete the registration process.
 - (7) Other weapons defined as dangerous instruments are instruments manufactured for or designed to inflict physical harm to other persons. Installation commanders will determine possession, transfer, and storage requirements for dangerous instruments through installation regulations/instructions. Therefore, prior to shipping the below items the member should contact his/her gaining unit or sponsor. Dangerous instruments may include, but, are not limited to the following:
 - (a) Swords, stilettos, sabers, ice pick, daggers, machetes, spears, or other similar instruments.
 - (b) Spring release, switchblade, "bolo", and "butterfly" knives, metal ("Brass") knuckles.
 - (c) Trench knives or bayonets.
 - (d) Blackjacks or objects that may be used as clubs that inflict bodily harm.
 - (e) Explosives of any type.
 - (f) Straight razors, razor blades, or any weapon made from either device.

- (g) Any other objects determined by service components.
 - (h) Official military ceremonial swords may be shipped in members HHG, but must be clearly marked on the carrier's inventory as "Official Military Ceremonial Sword."
- f. Pets. Personnel who choose to bring pets may bring them into Japan via commercial air or AMC's Category B (Patriot Express) flights. The only authorized AMC military ports for importing/exporting pets are Yokota, Kadena, and Misawa AB (Misawa export only). Whether arriving at a commercial or AMC port, MDJ Form 270, Pet Quarantine and Examination Certificate is required. An MDJ Form 270 will be issued upon arrival at the point of entry - Commercial or Military Port. The original Rabies Certificate must accompany the animal. If the Rabies Certificate was issued by a Civilian Veterinarian, it must have the raised seal of the USDA. Rabies Vaccines need to be older than 30 days and less than 1 year old upon entry into Japan. The Original Health Certificate must also accompany the animal; the USDA raised seal applies to the Health Certificate if issued by a Civilian Veterinarian as well. Health Certificates issued in the US are valid for 10 days only. Members must comply with instructions on the form, to include a 14 day home quarantine. If a pet is shipped separately as freight, it will be customs-cleared using USFJ Form 380EJ, provided by the transportation office in Japan. Contact a local veterinarian about detailed medical requirements for shipment of pets into Japan or consult the PPCIG (available at <http://www.mtmc.army.mil>). Additional information can be found on: <http://www.usarj.army.mil/organization/vet/index.htm>.
- g. Contractors. Article XIV, SOFA, provides that US contractors present in Japan solely for the purpose of executing contracts with the US Armed Forces may be designated US Official Contractors if they qualify under certain specified criteria. With the influx in contracting initiatives, some contractor cargo and/or personal effects may not be entitled to customs free import and export privileges. Therefore, it is important to obtain a copy of the contract to determine entitlements or contact the local contracting office.
- h. Security/Enforcement. In order to prevent offenses against laws and regulations administered by the Customs authorities of the GOJ, the Japanese authorities and the US Armed Forces will assist each other in the conduct of inquiries and the collection of evidence. Each agency, unit, and member involved with importing/exporting cargo, personal effects, and the movement of passengers has an inherent responsibility to ensure compliance with applicable directives and the SOFA. When there are violations, proper reporting must be accomplished, thereby preserving the privileges outlined in the SOFA. Use Figure 511-3 as a guide for selecting appropriate organizations to notify.

i. POCs.

Organization	Location	Phone Numbers	Primary Responsibility
HQ US Forces Japan	Yokota AB	DSN 225-4714 FAX 225-3598	Office of Primary Responsibility Customs Japan
TO	Camp Butler Okinawa	DSN 645-9248 FAX 645-1155	Customs clears commercial air cargo for Okinawa (USMC)
TO	MCAS Iwakuni	DSN 253-4076 FAX 253-6455	Customs clears commercial air cargo for Iwakuni (USMC)
TO	Kadena AB	DSN 634-2430 FAX 634-5181	Customs clears commercial air cargo for Okinawa (USAF)
TO	Yokota AB	DSN 225-9154 FAX 225-5807	Customs clears commercial air cargo for mainland Japan and Okinawa (USAF)
TO	Yokosuka	DSN 243-8299 FAX 243-7042	Customs clears commercial air and surface cargo Japan (at US Navy Ports)
TO	Yokohama Water Port	DSN 269-6334 FAX 269-6679	Customs clears Code 8 UB for all services arriving at Narita and all cargo arriving at Kansai (USA)
TO	Camp Zama	DSN 263-8980 FAX 263-8984	Customs clears commercial air cargo for Japan and Okinawa except for Code 8 UB arriving at Narita and cargo arriving at Kansai (USA)
TO	Torii Station Okinawa	DSN 644-4274 FAX 644-4375	Customs clears commercial air cargo for Okinawa (USA)
835th Transportation Battalion	Okinawa Water Port	DSN 648-7721 FAX 648-7635	Customs clears surface cargo for Okinawa (USA)
836th Transportation Battalion	Yokohama North Dock	DSN 269-6513 FAX 269-6860	Customs clears surface cargo for mainland Japan (USA)
630 Air Mobility Squadron.	Yokota AB	DSN 225-9616 FAX 225-6091	Customs clears AMC cargo for mainland Japan
633 Air Mobility Squadron.	Kadena AB	DSN 634-3659 FAX 634-2279	Customs clears AMC cargo for Okinawa
TO (PPSO)	FISC Det Sasebo	DSN 252-3418 FAX 252-3704	Customs clears commercial air & surface cargo for Sasebo arriving at Southern terminals/ports

Figure 511-3. POCs in Japan

j. Air Shipments.

- (1) MILAIR. Cargo arriving in Japan by AMC is cleared by using the aircraft cargo manifest and/or DOD shipping documents attached to a USFJ Form 380EJ, Customs Free Import or Export of Cargo or Customs Declaration of Personal Property. The documents are presented to GOJ Customs Officials. Customs clearance is done immediately and property is released to the local agent for pick up. After the local agent picks up HHG or UB, they notify the appropriate TO for delivery instructions.
- (2) Commercial Air Shipments Door-To-Door. Cargo shipments moving by commercial air express and freight forwarder carriers (door-to-door) are cleared at Narita or Kansai International Airports for both mainland Japan and Okinawa. The express carrier receives advance electronic notification alerting them of incoming shipments. The express carrier notifies the destination TO of appropriate shipping data (GBL, AWB, and/or invoice) by fax. The TO will determine if shipments are official DOD cargo. After the TO verifies shipments are official cargo, they issue a USFJ Form 380EJ, or authorize the express air carrier by fax to create a partially completed USFJ Form 380EJ. Contract express air carriers have been provided pre-signed and serial numbered

USFJ Forms 380EJ by TOs. After customs clearance actions are completed, carriers must return a copy of the original USFJ Form 380EJ to the appropriate TO. After clearance, the express air carrier will make delivery to the final destination.

- (3) Commercial Air Shipments, Not Door-To-Door. Cargo shipments that are not door-to-door are extremely cumbersome; therefore, shippers must use door-to-door service.
- (4) UB Moving by Commercial Air (Code 8). Processing of USFJ Form 380EJ is the same as HHG and UB by commercial surface not under the Universal Service Contract (USC). However, the exception is that the local agent clears the UB at the International Airport. Notification and delivery procedures are the same as HHG.

3. Ocean Vessel Shipments.

- a. DOD Shipments on Commercial Contracted Carriers. DOD cargo, personal property, and POVs shipped on commercial carriers under the USC requires additional certification by the Military Common User Port Operators (MCUPOs) and/or other approved USFJ representative. The MCUPOs are the 836th and 835th Transportation Battalions (Terminals) at Yokohama and Naha ports respectively. Seven to 14 days before the vessel arrives; the carrier submits a load list/manifest by EDI and hard copy to MTMC. The MCUPO pulls the military manifest from the Worldwide Port System (WPS), verifies and compares it with the commercial carrier's manifest for accuracy, and ensures all cargo shipped has been documented. A USFJ Form 380EJ is prepared and a copy of the WPS manifest, vessel papers, and/or DOD shipping documents are attached to it and forwarded to GOJ customs for clearance action. After GOJ clearance action is complete, the container/cargo is delivered to the consignee.
- b. Military cargo shipped on commercial vessels by CBL arriving Yokohama, Kobe, Hakata, or water ports used for supporting military exercises requires a USFJ Form 380EJ. The vessel representative or vessel's agent submits an arrival notice, copy of the CBL, and other DOD cargo documentation to the MCUPO. The MCUPO prepares and certifies/authenticates the USFJ Form 380EJ and presents to the GOJ for customs clearance action. At Naha, the carrier agent provides a copy of the arrival notice to the consignee identified on the arrival notice. The consignee coordinates with their TO who prepares and certifies/authenticates USFJ Form 380EJ and presents to the GOJ for customs clearance action. The 835th MCUPO provides assistance when requested by the consignee.
- c. HHG and UB moving under the USC are cleared as government property that is outlined in paragraphs 3.a. and b. above.
- d. HHG and UB Commercial Surface not under the USC. The carrier's local agent delivers inventories and customs clearance documents (USFJ Form 380EJ) to the MCUPO. A MCUPO official reviews the documentation and certifies/authenticates the USFJ Form 380EJ. After signature, the documents are returned to the local agent who files them with GOJ Customs to clear property. GOJ Customs clears shipments by ocean container loads (APL, SEALAND, etc.) that normally take seven-10 days. After the property clears customs, the local agent picks up the container from the port and unstuffs the container at their warehouse. After unstuffing, the local agent contacts the appropriate TO for delivery instructions. Exception: At Naha (Okinawa) the carrier's local agent will notify the local receiving agent by providing a copy of the arrival notice. The local receiving agent will prepare USFJ Form 380EJ and clear customs.
- e. HHG (Code T) and UB (Code J) moving by military air. The cargo manifest is attached to a USFJ Form 380EJ and presented to GOJ Customs Officials. Customs clearance is done immediately and property is released to the local agent for pick up. After the local agent

picks up HHG or U/B, he or she notifies the appropriate TO and requests delivery instructions.

- f. POVs. POVs shipped to Japan as a part of a PCS move are customs cleared by the MCUPOs. The MCUPO prepares, certifies/authenticates, and submits the USFJ Form 380EJ to GOJ Customs Officials. Shipping POVs to Japan is a complicated process because of the DOD embargo and waiver requirements. Therefore, it is important the PPCIG be referred to for specific guidance.
4. Overland Carrier Shipments. Customs processes are not required for this mode of shipment in Japan.

H. KOREA, NORTH

1. Passengers: See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/kn.htm>.
2. Cargo. To be developed.

I. KOREA, REPUBLIC OF

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/ks.htm>.
2. Cargo. The following paragraphs describe the customs clearance and inspection process for government and personal property shipped into Korea from the US. The SOFA between the US and the Republic of Korea (ROK) establishes the guidelines by which government and personal property can be shipped into the ROK. Generally, property bound for the US Armed Forces in Korea enters duty-free.
 - a. United States Forces Korea (USFK) and United Nations Command Implementing Regulations (Figure 511-4). The following regulations implement those portions of the SOFA that deal with customs clearance of, access to, use, and resale of duty-free goods.

USFK Regulation 27-5, Individual Conduct and Appearance.

USFK/UNC Regulation 55-72, Customs Clearance Of UNC And USFK Imports And Exports.

USFK Regulation 55-73, Customs Inspection.

USFK Regulation 60-1, Ration Control Policy-Access to Duty-Free Goods.

USFK Regulation 643-1, Transactions Between Status of Forces Agreement Personnel and Personnel Entitled Duty-Free Import Privileges in the Republic of Korea.

USFK Regulation 643-2, Transactions Between Status of Forces Agreement Personnel and Personnel Not Entitled Duty-Free Import Privileges in the Republic of Korea.

Note: Many of these regulations are currently under revision.

Figure 511-4. USFK and United Nations Command Regulations

- b. **Government Property.** In Article IX, the US-ROK SOFA states, “All materials, supplies and equipment imported by the United States Armed Forces, for the official use of the United States Armed Force will be permitted entry into the Republic of Korea; such entry will be free from customs duties and other such charges. Appropriate certification will be made that such materials, supplies, and equipment are being imported by the United States Armed Forces [for exclusive use] by the United States Armed Forces.” Further, during the 5th Joint Committee Meeting in 1967, the US and ROK governments agreed that “it is expressly understood that USFK imports which enter the ROK on MSC, AMC, or USG BL shipments require no additional certification since these shipments are, by nature of their shipment, expressly for the use of USFK.”
- (1) Cargo arriving in Korea on GBL, MSC vessels, and AMC aircraft requires no additional certification, stamps, or signatures from USFK Customs Clearance Officers (CCOs). This includes cargo sent to Korea via commercial carriers using the GBL for payment. The major commercial carriers routinely process these shipments through customs and deliver them to their destination IAW the terms of the contract.
 - (2) Cargo arriving in Korea via commercial carrier using a CBL for payment requires additional certification IAW Article IX of the US-ROK SOFA and USFK/UNC Regulation 55-72. In general, additional certification means that a USFK CCO appointed by the USFK Provost Marshal has checked the validity of the paperwork supporting each CBL shipment, verified the identity of the consignee/declarant, and has affixed his/her signature on the USFK Form 95 EK, Import Declaration. In some cases, the CCO will direct an inspection of the shipment due to irregularities on the import documents. See Figure 511-7 for a list of CCO office information.
 - (3) Security in the customs clearance system is a great concern. Since USG cargo is afforded duty-free status, the system is highly susceptible to abuse once the signature of a USFK CCO is affixed, with appropriate stamps, to the Form 95EK. As a result, local CCOs have various security measures in place. Measures include requiring customers to hand-carry the forms to the carrier or establishing authorized agents with the carriers themselves. The CCO reserves the right to inspect suspect shipments arriving in the ROK. These inspections consist of verification of the actual contents against the paperwork, insuring that no prohibited or restricted items are present, and checking that the shipment contains no personal property.
- c. **Air Shipments.** Cargo arriving in Korea by commercial air normally arrives at Kimpo International Airport (IAP) in Seoul. Occasionally, cargo will arrive at other ports of entry such as Kimhae IAP. Refer to the list in Figure 511-7 to determine whom to call. The USFK Provost Marshal, in cooperation with Korea Customs Service, established an air cargo customs clearance and inspection section at Kimpo, to provide better customer service, more rapid customs clearance, and on-the-spot inspection of suspect cargo.
- (1) To obtain a customs clearance for air freight, customers need to have the following documents: USFK Form 95EK, signed by an authorized declarant; AWB; invoice; and other documents that the carrier may provide such as power of attorney. These documents can be faxed or hand-carried to the CCO nearest to where the cargo is arriving (see Figure 511-7).
 - (2) In order for the CCO to process the paperwork, customers will use the Department of the Army (DA) Form 1687, Notice of Delegation of Authority - Receipt for Supplies signature card or equivalent memorandum as proof of eligibility to act as “declarant” (consignee) on the USFK Form 95EK. File signature cards with the local CCO. If the declarant is performing a one-time transaction, a letter from the unit commander stating

the property is for the exclusive use of the USG will suffice. Korean nationals appointed on DA Form 1687 as “authorized agents” are only allowed to pickup and transfer paperwork. Once the paperwork is presented, the CCO checks the identity of the declarant, verifies that the paperwork is in order, determines whether further inspection is warranted, and affixes an original signature to the USFK Form 95EK. Korean Customs will not process the clearance without an original signature. After the USFK Form 95EK is signed by an authorized CCO, the declarant has overall responsibility for taking it to the carrier. At Kimpo, the carriers pickup the USFK Form 95EKs for their own company. The carrier then presents the USFK Form 95EK to Korean Customs for duty-free clearance. (See Figure 511-5.)

Military Cargo Shipped Using a Commercial Air Carrier

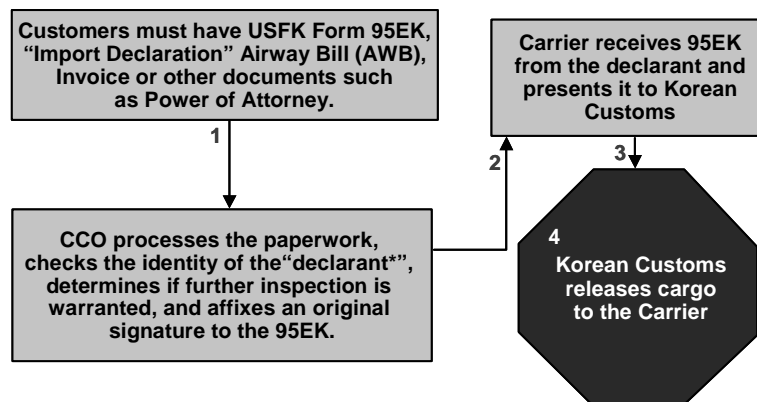


Figure 511-5. Military Cargo Shipped Using a Commercial Air Carrier (Korea)

d. Ocean Vessel Shipments.

- (1) Military cargo shipped on Commercial Contracted Carriers. DOD cargo shipped on commercial carriers under the USC requires additional certification by a CCO but the process is different than air freight. Seven to 14 days before the vessel arrives, the carrier submits a load list/manifest by EDI and hard copy to the Military Terminal, Pier 8, Pusan, Korea. The CCO handles the commercial carrier’s arrival notice in the same manner as a USFK Form 95EK. The CCO pulls the Military Manifest from the WPS, verifies and compares it with the commercial carrier’s manifest for accuracy, and insures all cargo shipped has been documented. He/she signs, stamps, and returns the copy with an original signature to the carrier’s authorized agent. Twenty-four hours before the vessel arrives, the carrier submits a copy of their commercial load list/manifest by EDI directly into the Korea Customs House. The carrier then delivers the copy with original CCO signature and stamp to the Main Pusan Customs House. The shipment is then customs cleared for duty free entry.
- (2) Military cargo shipped on commercial vessels by CBL. DOD cargo arriving on a CBL requires additional certification utilizing a USFK Form 95EK in a similar manner as clearance of air freight. The vessel or vessel’s agent submits an arrival notice, copy of the CBL, packing list, and other procurement documentation to the TO of the consignee. The TO prepares and signs the USFK Form 95EK and presents the Form to the CCO for review and certification. Security procedures and the requirement for the signature card are the same as with air freight. The TO or his/her authorized representative delivers this certification and documentation packet to the appropriate Korea Customs house to

receive a license for duty free entry. Figure 511-6 illustrates the customs clearance process for military container cargo shipped via sealift using a CBL into the ROK:

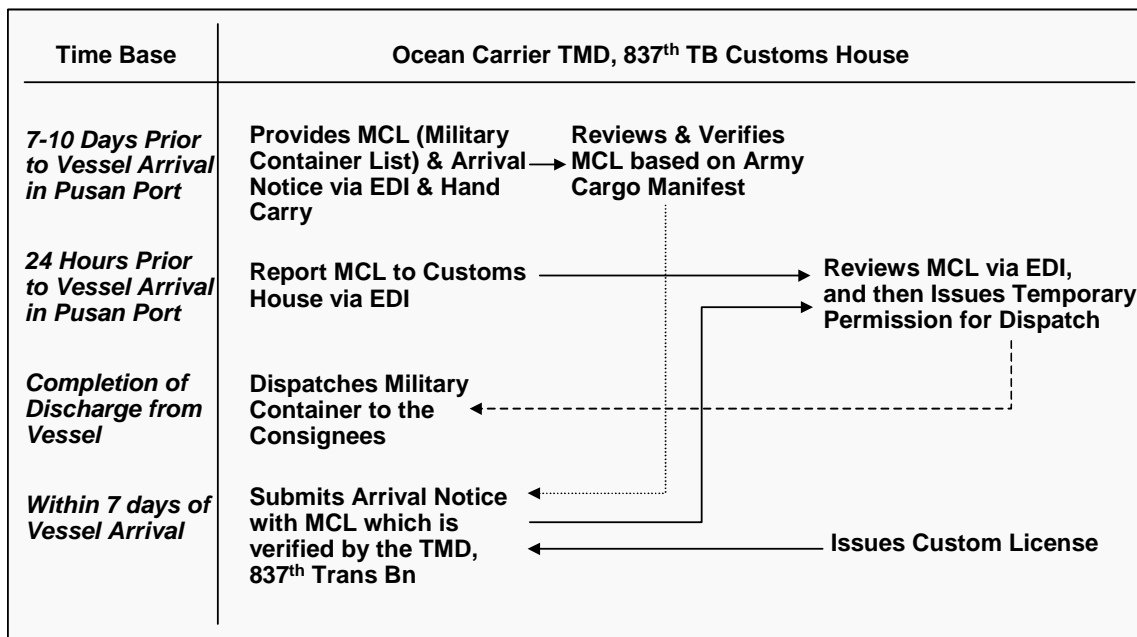


Figure 511-6. Military Container Cargo Shipped Using a Commercial Ocean Vessel (Korea)

Duty Title	Organization	Phone Number	Areas of Interest
Chief, SOFA Support Division	USFK Provost Marshal's Office (FKPM-SSD)	738-5101/4247/5110 Fax: 736-5105	Lead CCO; oversight of all CCO's in USFK; clearance of personal property and household goods
Deputy Chief, SOFA Support Division	USFK Provost Marshal's Office (FKPM-SSD)	723-5481 Fax: 723-5486	Clears air cargo arriving at Kimpo International Airport
Chief, Traffic Management Division	837 th Transportation Battalion, Military Terminal Pier 8, Pusan (MTPC-PU-TM)	763-7163 Fax: 763-7175	Clears sea cargo arriving in Pusan; sole POC for clearing USC contract cargo
Installation Transportation Officer	20 th Support Group (EANC-TP-STD)	763-7640 Fax: 763-7249	Clears POVs arriving in Pusan and air shipments at Kimhae
Supply Officer	CNFK Fleet Activity, Chinhae (N4)	762-5479 Fax: 762-5526	Clears US Navy cargo arriving in Chinhae

Figure 511-7. Customs Clearance Officers Appointed IAW USFK Regulation 55-72 (Korea)

- e. Overland Carrier Shipments. This mode of shipment does not exist in USFK.

- f. **Personal Property.** Article IX, of the US-ROK SOFA also allows military personnel, invited contractors, technical representatives, and their families assigned to USFK to ship reasonable quantities of personal property into Korea by commercial means without paying duty or customs taxes for a period of six months after arrival (“the six month rule”, see paragraph h. below). Personal property includes any item shipped in HHG, UB, or hand carried to the port of entry (normally Kimpo IAP or Osan AB). As a result, USFK personnel governed by the SOFA are not authorized to:
- (1) Use their duty-free privileges to import goods into or from Korea for the purpose of realizing personal gain or profit, or for providing a gain or profit for any other individual.
 - (2) Use their duty-free privileges to import duty-free property when the property is not intended for the personal use of the individual or the individual’s SOFA family members. As a result, importing commercial goods for resale or gifts is prohibited.
 - (3) Deliberately import goods into Korea in quantities exceeding personal needs, the needs of their bona fide family members, or reasonable quantities for bona fide maintenance or welfare gifts as defined in USFK Regulation 643-2. Final decisions on reasonable quantities of personal property will be made by the Chief, SOFA Support Division, USFK Provost Marshal’s Office, 738-5101.
- g. **Exceptions to the Six-Month Rule.** Vehicles, vehicle parts, and items shipped into Korea through the APO are not subject to the six-month rule. However, import restrictions on types of items and the prohibition on items in excess of personal need still apply in these cases.
- h. **Customs Clearance.** Customs clearance of personal property is subject to the six-month rule. If a member ships property into Korea via commercial means, the method of customs clearance is similar to that for government property. The chief exception is that personal property is cleared using Korea Customs forms but the paperwork is still signed by a USFK CCO. Most personal property clearance takes place in Seoul, at the SOFA Support Division (FKPM-SSD). The SOFA member is responsible for taking the paperwork to the carrier for clearance through Korea Customs. Personnel who ship property into Korea after six months must pay the applicable customs duties, ship or hand-carry the items back out of Korea, or abandon them.
- i. **HHG and UB.** Carriers deliver inventories and customs clearance documents to FKPM-SSD for all HHG and UB shipments arriving in Korea. A USFK CCO reviews each inventory for prohibited or restricted items and places his/her stamp and original signature on the clearance document. The carrier is then responsible for secure transport to Yongdang Customs House, Pusan, where duty free clearance takes place.
- j. **POVs.** POVs that are shipped to Korea as a part of a PCS move are customs cleared at the Camp Hialeah TO by the CCO who works there. The POV contractor for DOD is responsible for assembling the necessary paperwork including the clearance documents and obtaining the original signature of the CCO. The contractor then insures that the clearance documents are transmitted to Korea Customs by EDI and hard-copy. Korea Customs will not issue clearance authority without the original signature of the CCO. Personnel shipping POVs into Korea after they arrive in country must obtain clearance in person through the Law Enforcement Division Vehicle Registration Section (FKPM-LE) at DSN 738-6390 (located on Yongsan South Post). The vehicle registration clerk is responsible for assembling the necessary paperwork including the clearance documents and obtaining the original signature of the CCO. This clearance involves certification that the member does not own a second POV and is there in SOFA status.

- k. **Import Restrictions.** The types of personal property that may be imported are extremely limited by ROK law and USFK regulations. Items restricted or prohibited from importation into Korea are: Fresh fruits and vegetables, animal products such as unprocessed meats, endangered species or products made from endangered species (e.g. alligator handbag), exotic pets, counterfeit currency, communist propaganda, material that may compromise the security of the ROK, pornography (e.g. material displaying sexual acts including child pornography and homosexuality), aphrodisiacs (e.g. deer horn), narcotics (e.g. hashish, cocaine), flammables, uncut stones, explosives, and weapons. Importation of items in excess of personal needs is also prohibited. In cases of suspected excess personal property, USFK Customs Inspectors use the following guidelines (Figure 511-8):

Currency	Not more than \$10,000 in negotiable currency including traveler's checks
Tobacco	Not more than 200 cigarettes or an equivalent amount of other tobacco products.
Alcohol	Not more than 1 liter of alcoholic beverage.
Perfume	Not more than 2 ounces of perfume
Other Personal Property	Decisions on enforcement action are made on a case by case basis. Factors include family size, religious background, medical conditions, rank, whether the items are known to be "hot" on the black market, and other factors that may bear on the individual member.

Figure 511-8. Import Restrictions (Korea)

1. **Firearms/Weapons Restrictions.** USFK and Korea Customs Inspectors strictly control the importation of weapons of all types. Many weapons commonly available for purchase and use in the US directly violate USFK regulations. USFK Customs officials advise personnel coming for assignment in Korea to leave all types of privately-owned weapons in the US. However, the following procedures have been put in place to reduce inconvenience and insure rapid processing of authorized weapons. Personnel will not ship any firearm or ammunition in HHG, or accompanied or UB, except as prescribed in DOD regulations and the PPCIG (available at <http://www.mtmc.army.mil>). See Figure 511-9 for a list of restricted/prohibited weapons. Observe the following procedures for importation of authorized privately owned firearms.
 - (1) For firearms shipped in HHG, the firearm must be listed on the member's HHG inventory and PCS orders and packed in the number one external shipping container. Prior to the unpacking of HHG, the customs inspector will ask the member if the shipment contains any firearms or other weapons. The member should announce the presence of a firearm or weapon prior to unpacking crate number one.
 - (2) If the firearm is hand-carried at a port of entry, the member must comply with service and common carrier regulations. Generally, this means declaring the firearms prior to boarding the aircraft, transporting the firearm in a locked container, and insuring that the firearm is unloaded, located in checked baggage, and not available during flight. Additionally, the member will insure that the firearm is listed in some way on their PCS orders. Once arriving in Korea, all weapons including firearms should be declared on the USFK Form 96, Customs Declaration.

(3) The following weapons (Figure 511-9) are prohibited from importation into Korea except as noted:

- Fully automatic firearms.
- A shotgun with the barrel length less than 18 inches.
- A weapon made from a shotgun (for example, by modification) having an overall length less than 26 inches or a barrel less than 18 inches in length.
- A rifle having a barrel less than 16 inches in length.
- A weapon made from a rifle (for example, by modification) having an overall length less than 26 inches or a barrel less than 16 inches in length.
- Any type of BB guns, pellet gun, or slingshot.
- Other weapons, except a pistol or revolver, from which a shot is discharged by an explosive if the weapon is capable of being concealed on the person.
- A noise suppresser for any weapon.
- A molotov cocktail or any gasoline or other flammable or combustible substance in a glass container or other breakable container that is configured with a fuse-type device.
- A straight razor, a knife with a razor blade, a switchblade knife, a t-handle push knife, a hooked blade knife (carpet-type knife), a box knife, a “butterfly” knife with hinged handle sections that collapse around the blade, or any knife, sword or dagger with a 4-inch or longer blade. **Exceptions:** (1). A hunting knife, fishing knife, jackknife, sheathed knife or kitchen knife with a 4-inch or longer blade may be acquired, owned, possessed, and transported when used exclusively for hunting, fishing, camping, cooking and eating activities. (2). A sheathed knife with a 4-inch or longer blade if required to perform military duties and carried or worn immediately to or from work. (3). Ceremonial/decorative knives, swords, and daggers, regardless of size, may be acquired, owned, possessed, and displayed in home, office, or at official functions, but will not be carried or possessed in public places except to transport them to and from home, office, or an official function. (4). A straight razor, when used for shaving only. **Note:** The member is responsible for providing certification from the gaining commander to USFK Customs of intended use and storage for all exceptions.
- A club-type hand weapon (blackjack), brass knuckles and gloves or bracelets studded with hard or sharp metal objects.
- A shooting pen (fountain pen or automatic pencil-style pen capable of discharging tear gas or similar substances) or any weapon capable of discharging any chemical agent. Exception: Weapons that discharge water and blanks, and defensive pepper spray devices.
- A shooting weapon or blade that can collapse, be telescoped, or shortened, or that is stripped beyond the normal extent required for hunting or sporting; or is concealed in other devices (for example, walking sticks, umbrellas, tubes, and others).
- A shooting weapon with mounted searchlights.
- A hollow point cartridge, opened or closed, for any firearm of more than .22 caliber (5.6 mm).
- An explosive, incendiary, or gas bomb, grenade, missile, mine, or similar device or any rocket having a propellant charge of more than four ounces.
- A kung fu or Chinese fighting stick or nunchakus or similarly constructed items. Exception: A kung fu or Chinese fighting stick or nunchakus or similarly constructed items are authorized if the item was acquired and is owned, possessed, transported, and used solely in connection with authorized sporting events, regularly scheduled martial arts training or practice. Note: The member is responsible for providing certification from the gaining commander to USFK Customs of intended use and storage for all exceptions.
- A metal Chinese throwing star or similarly constructed item having multiple sharpened appendages.

Figure 511-9. Weapons Prohibited for Import to Korea

- (4) Weapons not in the prohibited weapons list are authorized for importation. If the weapon is intended for one of the purposes as noted in the exceptions (e.g., knives, swords, or martial arts equipment), the member should point that out to the USFK Customs Inspector during customs declaration and inspection. Even authorized weapons will be seized and stored by custom officials until the gaining commander certifies proper use and storage.
- (5) Firearms (Class “A” weapons) must be registered with the local Provost Marshal or Security Forces Squadron within 72 hours of the weapon arriving in Korea or prior to arrival of the HHG shipment. Personnel must have a bill of sale, registration from the last duty assignment, or a BL for the weapon to complete the registration process.

- m. Pets. Personnel who choose to bring pets must bring them into Korea via commercial means. Currently, USFK Customs has no way to check pets at any military port of entry. As a result, pets must accompany the member on a commercial airline arriving at Kimpo IAP or be shipped separately as freight. If shipped separately as freight, contact the USFK Customs office at DSN 738-5110 for instructions on customs clearance. Contact your local veterinarian about detailed medical requirements for shipment of pets into Korea or consult the PPCIG (available at <http://www.mtmc.army.mil>).
- n. Enforcement. USFK Customs Inspectors routinely inspect HHG and UB hard-copy inventories and deliveries at quarters, shipments of commercial cargo, hand-carried luggage, and personal effects at USFK ports of entry to detect violations. Under the US-ROK SOFA, US military investigators and Korea Customs Service routinely conduct joint investigations of customs offenses. Violators are dealt with severely under applicable US and ROK laws. The government of the ROK may take jurisdiction in such cases and prosecute violators in their court system. Other punishments include administrative actions and judicial or non judicial punishment under the Uniform Code of Military Justice. For further information, contact the USFK Customs office at DSN 738-5110/4247/5101.

J. LAOS

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/la.htm>.
2. Cargo.
 - a. Government. Notify the US Embassy, Vientiane, of the arrival at least 15 working days before shipping the cargo to enable the embassy to get customs clearance. Provide clear and detailed information about the shipment to the GSO, including the name of the vessel. The US Embassy completes and submits Form D-50 (for temporary importation) or D-40 (for permanent importation) along with a diplomatic note to the MOFA to allow original import of the goods. Consign shipments to:

U.S. Embassy
Vientiane, Laos
(name of final recipient)
Via: Bangkok in Transit
 - b. Commercial air shipments sent door-to-door should be identified as such on the Airway Bill and forwarded to the GSO/Customs/Shipping office. Military cargo shipped on commercial vessels with a CBL should be consigned to the US Embassy, Vientiane, with attention to the GSO officer.
 - c. Personal Property. For HHG, provide the number of vans, the gross weight, and a packing list to the GSO at the US Embassy. For UB, provide the number of boxes, the gross weight, and a packing list. For POVs, provide the following information:
 - (1) Year, make, model
 - (2) Type (e.g. pickup truck, sedan)
 - (3) Engine number
 - (4) Chassis or VIN number
 - (5) Color
 - (6) Weight
 - (7) Driving system (left- or right-hand drive)

- (8) Cylinder
- (9) Condition
- (10) Value

The GSO can recommend a moving company to move goods from the terminal to the final destination.

- d. Firearms/Weapons. Officially, importation of firearms/weapons requires a permit from the Lao Police Authorities. Sources at US Embassy state the permit policy has not been tested, but they are doubtful import of firearms would be allowed.
 - e. Pets. Pets require a health certificate and a Rabies Vaccination Certificate.
 - f. Security and law enforcement. Importation of firearms and narcotics is restricted and possibly prohibited.
3. Modes of Shipment.
- a. Military Air. Wattay International Airport serves as both the military and commercial terminal for customs clearance.
 - b. Commercial Air. Cargo on commercial carriers, whether military or non-military cargo, must have a CBL as described above (Cargo).
 - c. Ocean Vessel Shipments. Thanaleang port in Thailand serves as both the military and commercial terminal for customs clearance. Shipments bound for Laos should go to Bangkok first, then through Thanaleang port Vientiane, Laos.

K. MALAYSIA

- 1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/my.htm>.
- 2. Cargo. To be developed.

L. MONGOLIA

- 1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/mg.htm>.
- 2. Cargo.
 - a. Government Property. Based on "The Agreement on Military Visits and Exchanges between the Government of Mongolia and the United States of America", cargo should be declared to customs and application for duty free exemption should be made to the Taxation and Revenue Collection Division. This should be done in advance for shipments that do not include medicine, medical supplies, medical equipment and agricultural products. For these items, the BL/invoice with cost breakdowns should be provided to the US Embassy. The Embassy will submit requests to:
 - (1) * Ministry of Finance for customs tax release.
 - (2) * Ministry of Health for medicine, medical supplies and equipment clearance. For this action, the medicine list needs to be categorized by brand/trade name and internationally recognized name with expiration date, unit of measure, amount, unit cost and total cost. By Mongolian law and regulation, all medicines and agricultural products that are not internationally recognized shall be tested. Samples must be submitted a sufficient time ahead for two week testing.

- (3) * Customs General Department processes paperwork submitted by freight forwarding company.
- (4) * After the information of declared goods is submitted, the US Embassy will be able to obtain the shipment from the customs storage area. There is a charge of at least nine dollars per kilo for cargo stored beyond 72 hours.
- (5) *The Ministry of Health and Welfare of Mongolia requires used clothing to be hygienically tested in advance with a verification document.
- b. Personal Property (HHG, UB and POVs). Personal property is exempt from all duties and taxes. Vehicles are not subject to this exemption, except for accredited diplomats. If a diplomatic licensed vehicle is sold to a Mongolian citizen, the purchaser must pay a duty and excise tax to customs.
- c. Firearms. Firearms and ammunition used for joint exercises and training need special clearance from the following organizations: Customs General Department, Police department, Ministry of Defense's General Staff Headquarters.

***NOTE:** Due to the large amount of requirements, it is necessary to have all required paperwork submitted at least three weeks prior to the actual shipment arrival at either the airport or railway station.

3. Modes of Shipment

- a. Military Air. Procedures are the same as 2.a above.
- b. Commercial Air. Airport cargo unit is responsible for clearance of goods coming as international cargo. The procedures are the same as 2.a above.
- c. Military Sea Terminals – N/A
- d. Commercial Sea Terminals – N/A

M. NEPAL

- 1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/np.htm>.
- 2. Cargo.
 - a. Government Property. Detailed packing list and freight details (aircraft type/flight number, date of arrival) must be provided to post (US Embassy) at least 10 working days prior to arrival. For military cargo shipped on commercial vessels by commercial bills of lading, the original airway bill/ocean bill and invoice and/or packing list is required to initiate Government of Nepal (GON) custom paper work. At least 10 working days are required to get approval from the MOFA, GON.
 - b. Personal Property. Original airway bill/ocean bill and billing invoice and/or packing list is required to initiate GON custom clearance paper work. At least 10 working days are required to get approval of the MOFA, GON. For ocean vessel shipping, the original BL must be provided.
 - c. Firearms. The import of firearms and ammunition is subject to issuance of an import permit which must be obtained in advance from the MOFA, GON.
- 3. Mode of Shipment
 - a. Military Air. See Section I of the Foreign Clearance Guide. See 2.a and b above.
 - b. Commercial Air. See Section I of the Foreign Clearance Guide. See 2.a and b above.

- c. Military Sea Terminals – not applicable.
- d. Commercial Sea Terminals – not applicable.

N. NEW ZEALAND

- 1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/nz.htm>.
- 2. Cargo. To be developed.

O. PAPUA NEW GUINEA

- 1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/pp.htm>.
- 2. Cargo.
 - a. Government Property. No inspection is done for cargo arriving on military aircraft or sealift. For military cargo arriving on commercial vessels or aircraft, customs documentation has to be completed. For duty free clearance, a Consular Certificate will be lodged with the Department of Foreign Affairs and Customs for documents approval. A Customs agent will be engaged to compile import entry through customs. Due to the lengthy documentation process, the required documents for the documentation preclearance process are: OBL and Inventory List for sealift; and, the Airway Bill and Inventory List for airlift. These documents have to be faxed to the shipping section of the Embassy before arrival of the cargo at the final destination. Cargo is taken delivery from the wharf or airport after customs and quarantine procedure is cleared. Cargo in containers is kept in a container storage facility. For sensitive shipments, cargo is delivered from the wharf to location as instructed. Less-than-Container load and Full-Container-Load cargo is kept in the agents warehouse awaiting delivery instructions. Transportation can be arranged for delivery through the local Customs and Forwarding agent for delivery to residence, office or other specified locations within road access. The cargo owner can also make arrangements to pick up the cargo from the container facility or agent warehouse. Cargo is duty free when the Embassy is involved. Handling and delivery charges for the customs agent must be paid. The Embassy will require fiscal data to pay local charges incurred.
 - b. Personal Property (HHG, UB, POV). See 2.a above. The customs procedures for HHG, UB and POV are the same as general military shipment.
 - c. Firearms/Weapons. Import of weapons is restricted unless specific arrangements with government authorities are in place.

P. PHILIPPINES

- 1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/rp.htm>.
- 2. Cargo.
 - a. Government Cargo. The Government of the Philippines exempts from all kinds of taxes all military personnel assigned to the US Embassy, Manila, and accredited with the Department of Foreign Affairs. Cargo arriving is subject to customs clearance prior to release from the port. The US Embassy in Manila prepares a Certificate of Tax Exemption and a Letter of Guaranty for submission to the Department of Foreign Affairs (DFA), together with a copy of the Airway Bill or BL and an invoice or packing list. The shipment must be consigned to the US Embassy in Manila. The recipient agency or person should be indicated as the secondary recipient. The documents are then forwarded to the Bureau of Customs and processed by a licensed customs broker to release the shipment. Expect two-three working days for processing.

- b. Shipments being sent to the Philippines in support of the RP-US Balikatan Joint Exercises are also being supported by the Embassy so long as the shipments are endorsed by any military agency at the Embassy (such as JUSMAG, CPRP, Defense Attache Office (DAO), NRCC and others). It is important that shipping documents address the US Embassy, Manila, For: Balikatan Exercise (Name of person or office).
 - c. For cargo exiting the Republic of the Philippines, the US Embassy prepares an exit clearance to declare the shipment tax at the port through the DFA and Customs.
 - d. The Transportation Unit of the GSO at the US Embassy, Manila, can provide additional information on customs laws in the Philippines. Phone number: (63-2) 523-1001 extensions 2813 or 2796. Fax number: (63-2) 831-0631.
 - e. Personal Property. Personal property shipments are subject to customs clearance prior to release from the port. The member or owner of the shipment should be physically present in the country and accredited with the DFA prior to the preparation of the Certificate of Tax Exemption. The arrival of the HHG or UB should coincide with or follow the member's arrival. Expect processing time to be 10-15 working days for HHG and two-three days for UB.
 - f. POVs are also subject to customs clearance prior to release from the port. As with HHG and UB, the member must be in the country and accredited before the US Embassy prepares the importation request with the Department of foreign Affairs. Upon receipt of approval, a Free-Entry for Motor Vehicle is then submitted to the DFA together with the BL. Expect five working days at the DFA, five working days with Customs, and another five for the broker to release and deliver the shipment to the Embassy. Importation of right-hand-drive cars is prohibited.
 - g. Firearms/Weapons. Importation of firearms into the country is restricted. Exception is being granted if the Philippine National Police Firearms and Explosives Division and/or Philippine Armed Forces of the Philippines provide an importation permit.
 - h. Security and law enforcement. The Republic of the Philippines prohibits the importation of gunpowder, dynamite, ammunition, other explosives, and firearms; marijuana, opium, or other narcotics or synthetic drugs; and right-hand-drive cars.
3. Modes of Shipment
- a. Military Air. Military shipment (air or sea) typically does not require customs clearance because the arrival of the vessel or carrier is usually coordinated between the US Forces and the Armed Forces of the Philippines. These shipments do not pass through the usual commercial terminals or ports where customs offices are located.
 - b. Commercial Air. As stated above (Cargo), shipments inbound by commercial air require customs clearance prior to release from the port. The Airway Bill and packing list are needed to complete processing. This applies whether the cargo is civilian or military.
 - c. Ocean Vessel Shipments. As stated above (Cargo), requires customs clearance prior to release from the port. The BL and packing list are needed to complete processing. This applies whether the cargo is civilian or military.

Q. SINGAPORE

- 1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/sn.htm>.
- 2. Cargo. To be developed.

R. SRI LANKA, REPUBLIC OF

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/ce.htm>.
2. Cargo.
 - a. Government Property. For cargo arriving in country, the US Embassy DAO coordinates with the Ministry of Defense (MOD). The MOD will advise the Department of Customs and other relevant authorities accordingly in US military removing cargo through Customs. For cargo exiting the country, (same as above) or the GSO Shipping Unit (SU), on receipt of cargo details, will obtain the MOFA export approval. The documents and cargo will be handed over to the agent to process customs and export formalities.
 - b. Personal Property (HHG and UB) and POVs. The US DAO requests the duty free privileges from the MOFA for military personnel. This will enable the SU to obtain duty free clearance approval for HHG and UB shipments. The SU expediter will clear the cargo.
3. Modes of Shipment
 - a. Military Air. Not available in Sri Lanka.
 - b. Commercial Air. The DAO coordinates with the MOD to obtain customs clearance for inbound cargo.
 - c. Military Sea. Not available in Sri Lanka.
 - d. Commercial Sea. The DAO will coordinate with the MOD to obtain customs clearance for inbound cargo. The embassy contractor will clear the cargo.

S. THAILAND

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/th.htm>.
2. Cargo. To be developed.

T. TAIWAN

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/tw.htm>.
2. Cargo.
 - a. Government Property. There are two different channels for the importation of military shipments into Taiwan. For shipment consigned to the American Institute of Taiwan (AIT), duty-free paperwork must be submitted to the MOFA through the Taipei Economic and Cultural Representatives Office for approval. If the item is restricted for importation, a special import permit may be required to be obtained. If the shipment is not assigned to AIT, the receiving organization also needs to request a special import permit. For military cargo shipped on commercial vessels by CBLs, a special import permit may also have to be requested from Taiwan authorities.
 - b. Personal Property. Taiwan authorities have no restrictions for the importation of HHG, UB, and POV. The US Embassy can assist with the application for duty-free importation, customs clearance and delivery.
3. Mode of Shipment
 - a. Military Air – There are no military bases in Taiwan.
 - b. Commercial Air. The US Embassy can apply for a duty-free document from MOFA. Upon receiving the duty free approval, submit the packing list/ invoice to Customs for clearance.

The shipment can be released when the warehouse charges have been paid. The US Embassy will make all arrangements for transportation and delivery.

- c. Military Sea. Same as above.
- d. Commercial Sea. Same as above.

U. VIETNAM

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/vm.htm>.
2. Cargo. To be developed.

CHAPTER 512

UNITED STATES CENTRAL COMMAND (USCENTCOM)

A. GENERAL

This chapter identifies regulations or directives and establishes Customs/Border Clearance requirements and procedures and organizational POCs responsible for the entry/exit of material and personnel from the various USCENTCOM countries listed.

B. CUSTOMS CLEARANCE PROCESSES

This section provides overseas customs information for the following countries:

Bahrain	Oman
Djibouti	Qatar
Egypt	Saudi Arabia
Eritrea	Somalia
Ethiopia	Sudan
Kenya	United Arab Emirates
Kuwait	

C. BAHRAIN

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/ba.htm>.
2. Cargo.
 - a. Surface. The following paragraphs describe general customs clearance procedures and requirements for government property shipped into Bahrain from the US. It is imperative that all requisitioners, consignors, and shippers maintain strict adherence to these policies when transporting DOD cargo into this country.
 - (1) Provide complete and accurate TCMDs with container number, seal number, TCN, piece, weight, cube, approximate dollar value and general description of the shipment.
 - (2) Provide Commercial Invoice (with dollar value for each item), Commercial Packing List, Certified Cargo Declaration Notice, and Customs Clearance Letter.
 - (3) Provide an International Maritime Organization (IMO) Dangerous Goods Declaration IAW the requirements of the International Convention for the Safety of Life at Sea, 1974, (SOLAS 74) and the International Maritime Dangerous Goods (IMDG) Code to document and identify HAZMAT cargo.
 - (4) All customs clearance documentation must be provided to the ocean carrier. Ocean carriers must provide the customs clearance documentation to the Customs clearance authorities to ensure cargo is not delayed at the Water Port of Debarkation (WPOD). In the event the shipments are held up due to lack of proper documentation at the WPOD, the local MTMC Port Authority should immediately initiate action with their higher HQ, the carrier, and the HN Customs officials to resolve the issues.

(5) Shippers must use the following formats in completing and submitting customs clearance documents to the ocean carrier:

(a) Commercial Invoice:

- 1 Shipper name and address (Must be the same on commercial invoice and packing list).
- 2 Consignee name and address (Must be the same on commercial invoice and packing list).
- 3 Commodity description (No military identification and terminology, i.e., do not say Army, military, Defense etc.).
- 4 Number and type of packages.
- 5 Price per unit (Preferred currency: US dollar).
- 6 Value of the shipment
- 7 Gross weights of the cargo.
- 8 Shipper stamp and signature.

(b) Commercial Packing List

- 1 Shipper name and address (Must be the same on commercial invoice).
- 2 Consignee name and address (Must be the same on commercial invoice).
- 3 Quantity.
- 4 Commodity description (No military identification and terminology, i.e., do not say Army, military, Defense etc., must be the same on commercial invoice).
- 5 Weight.
- 6 Cube.
- 7 Container and Transportation Control Number.

(Shipper LETTERHEAD)

UNITED STATES OF AMERICA

COMMERICAL PACKING LIST

BKG NO: (Fill in Booking Number)

Shipped From:

Ship To:

Transportation Office

(CSE DODAAC) "Operation Enduring Freedom"

(Shipper Name)

(CSE NAME)

(Full address)

(Full address to include ROC & Phone number – same as commercial invoice)

(City, state, zip)

(City, country)

Quantity	Commodity Description	Weight	Cube	Container/Transportation Control Number (TCN)
*****	*NOTHING FOLLOWS*	*****	*****	*****

(c) Certified Cargo Declaration Notice

- 1 The declaration notice will be prepared in lieu of health certificates for Meal, Ready to Eat (MREs)\Unitized Group Ration (UGRs) because there are no health certificates for this type of group ration. The purpose of the declaration is to clear the cargo and must be prepared, notarized and signed by the shipping agency. Shippers will continue to provide health certificates for rations/frozen foods that are not classified as MREs\UGRs.

(Shipper LETTERHEAD)

CERTIFIED CARGO DECLARATION NOTICE

DATE:

(Current Date)

Shipment Details

Origin Port of Loading:

e.g., Norfolk, Virginia, USA

Destination Port of Discharge:

e.g., Bremerhaven, Germany

Final Delivery to Consignee:

(Destination – city, country)

Seaway Bills of Lading/Container Numbers.

Container Number	Bill of Lading No.

Declaration

This cargo consists of fully prepared foodstuff for human consumption; the ingredients are of high quality and meet all standards set by the laws and regulations of the United States of America and worldwide standards.

This cargo is not for resale and is for the sole use of the consignee.

The consignee will accept this cargo under all circumstances, and will clear the cargo through Customs of the destination country.

Certification

The undersigned hereby certifies that this declaration is true and accurate.

Signature: _____

Name: _____

Notary Seal

Title: _____

(d) Customs Clearance Letter

- 1 The letter must be prepared by the military (shipper) on their letter head authorizing the release of cargo to the US Consulate in the destination country. The text of the letter should read: Ref. PCFN or Booking No. _____. This is to confirm that the United States Military purchased the goods covered under PCFN or Booking No. _____ from _____. This office requests the release of those goods to the US Consulate in destination country for onward transportation to (destination). The United States Military will utilize these goods at their base in (country).

(Shipper LETTERHEAD)

Date:

From: Shipper

To: Director General of Customs,

US Consul General, in _____

SUBJ: UNITED STATES GOVERNMENT SHIPPER OWNED GENERAL CARGO CONTAINER under (PFCN or Booking #)

Ref: (PFCN or Booking Number) and the Ocean Carrier Name

1. This is to confirm that the United States Military purchased the goods covered under PCFN or Booking Number _____ and this office requests the release of those goods to the US Consul General in _____ for onward transportation to _____.
2. This cargo is not for resale and is for the sole use of the consignee.
3. The United States Military will be utilizing these goods at their bases in _____.

Respectfully,

- (6) Dangerous Good Shipments. “In accordance with the requirements of SOLAS 74 and the IMDG Code, the primary requirements of a dangerous goods shipping document is to clearly and concisely convey the fundamental and required information of regulated HAZMAT being transported internationally. It is not the intent to require a separate transportation document for dangerous goods when a consignment contains both dangerous and non-dangerous goods, or to restrict the number of individual dangerous goods descriptions that may appear on a single document”. Officials of all countries are now monitoring HAZMAT containers very closely. This will mean a more intensive check on documentation. Containers arriving without or accurate IMO Dangerous Goods Declaration for HAZMAT cargo will be frustrated at the port of discharge. To avoid confusion and to try to alleviate further errors during the shipment of HAZMAT, guidance on using the proper shipping forms and documentation for transporting HAZMAT is being provided as follows:

[illegible]

D. DJBOUTI

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/dj.htm>
2. Cargo.
 - a. Surface. The following paragraphs describe general customs clearance procedures and requirements for government property shipped into Djibouti from the US. It is imperative that all requisitioners, consignors, and shippers maintain strict adherence to these policies when transporting DOD cargo into this country.
 - (1) Provide complete and accurate TCMDs with container number, seal number, TCN, piece, weight, cube, approximate dollar value and general description of the shipment.
 - (2) Provide Commercial Invoice (with dollar value for each item), Commercial Packing List, Certified Cargo Declaration Notice, and Customs Clearance Letter.
 - (3) Provide IMO Dangerous Goods Declaration IAW the requirements of the SOLAS 74 and the IMDG Code to document and identify HAZMAT cargo.
 - (4) All customs clearance documentation must be provided to the ocean carrier. Ocean carriers must provide the customs clearance documentation to the Customs clearance authorities to ensure cargo is not delayed at the WPOD. In the event the shipments are held up due to lack of proper documentation at the WPOD, the local MTMC Port Authority should immediately initiate action with their higher HQ, the carrier, and the HN Customs officials to resolve the issues.
 - (5) Shipper must use the following formats in completing and submitting customs clearance documents to the ocean carrier:
 - (a) Commercial Invoice:
 - 1 Shipper name and address (Must be the same on commercial invoice and packing list).
 - 2 Consignee name and address (Must be the same on commercial invoice and packing list).
 - 3 Commodity description (No military identification and terminology, i.e., do not say Army, military, Defense etc.).
 - 4 Number and type of packages.
 - 5 Price per unit (Preferred currency: US dollar).
 - 6 Value of the shipment
 - 7 Gross weights of the cargo.
 - 8 Shipper stamp and signature.

(Use Shipper LETTERHEAD)

UNITED STATES OF AMERICA

COMMERCIAL INVOICE

The Transportation Division of the (SHIPPER NAME) certifies that cargo described below is the property of (Shipper Name). This cargo is being shipped by the (SHIPPER NAME). It is not for SALE or RESALE.

Shipped From:

Ship To:

Transportation Office

(CSE DODAAC) “Operation Enduring Freedom”

(Shipper name)

(Full address of Consignee DODAAC)

(Shipper Address)

(Include POC and Phone number if available)

Date	PCFN or BOOKING NUMBER	FOB	Ship Via	Vessel Name	Terms	RDD
		Source Stuffed	Maersk Sealand		MM2	

[illegible]

The information provided above is true and correct in all details and has been provided on the ocean bill of lading.

For the United States,_____

Transportation Officer_____

(b) Commercial Packing List

- 1 Shipper name and address (Must be the same on commercial invoice).
- 2 Consignee name and address (Must be the same on commercial invoice).
- 3 Quantity.
- 4 Commodity description (No military identification and terminology, i.e., do not say Army, military, Defense etc., must be the same on commercial invoice).
- 5 Weight.
- 6 Cube.
- 7 Container and Transportation Control Number.

(Shipper LETTERHEAD)

UNITED STATES OF AMERICA

COMMERICAL PACKING LIST

BKG NO: (Fill in Booking Number)

Shipped From:

Ship To:

Transportation Office

(CSE DODAAC) "Operation Enduring Freedom"

(Shipper Name)

(CSE NAME)

(Full address)

(Full address to include POC & Phone number – Same As Commercial Invoice)

(City, state, zip)

(City, country)

Quantity	Commodity Description	Weight	Cube	Container/Transportation Control Number (TCN)
*****	*NOTHING FOLLOWS*	*****	*****	*****

(c) Certified Cargo Declaration Notice

- 1 The declaration notice will be prepared in lieu of health certificates for MREs\UGRs because there are no health certificates for this type of group ration. The purpose of the declaration is to clear the cargo and must be prepared, notarized and signed by the shipping agency. Shippers will continue to provide health certificates for rations/frozen foods that are not classified as MREs\UGRs.

(Shipper LETTERHEAD)

CERTIFIED CARGO DECLARATION NOTICE

DATE: (Current Date)

Shipment Details

Origin Port of Loading: e.g., Norfolk, Virginia, USA

Destination Port of Discharge: e.g., Bremerhaven, Germany

Final Delivery to Consignee: (Destination – city, country)

Seaway Bills of Lading/Container Numbers:

Container Number	Bill of Lading No.

Declaration

This cargo consists of fully prepared foodstuff for human consumption; the ingredients are of high quality and meet all standards set by the laws and regulations of the United States of America and worldwide standards.

This cargo is not for resale and is for the sole use of the consignee.

The consignee will accept this cargo under all circumstances, and will clear the cargo through Customs of the destination country.

Certification

The undersigned hereby certifies that this declaration is true and accurate.

Signature: _____

Name: _____

Notary Seal

Title : _____

(d) Customs Clearance Letter

- 1 The letter must be prepared by the military (shipper) on their letter head authorizing the release of cargo to the US Consulate in the destination country. The text of the letter should read: Ref. PCFN or Booking No. _____. This is to confirm that the United States Military purchased the goods covered under PCFN or Booking No. _____ from _____. This office requests the release of those goods to the US Consulate in destination country for onward transportation to (destination). The United States Military will utilize these goods at their base in (country).

(Shipper LETTERHEAD)

Date:

From: Shipper

To: Director General of Customs, US Consul General, in _____

SUBJ: UNITED STATES GOVERNMENT SHIPPER OWNED GENERAL CARGO CONTAINER under (PFCN or Booking #)

Ref: (PFCN or Booking Number) and the Ocean Carrier Name

1. This is to confirm that the United States Military purchased the goods covered under PCFN or Booking Number _____ and this office requests the release of those goods to the US Consul General in _____ for onward transportation to _____.
2. This cargo is not for resale and is for the sole use of the consignee.
3. The United States Military will be utilizing these goods at their bases in _____.

Respectfully,

- (6) Dangerous Good Shipments. “In accordance with the requirements of SOLAS 74 and the IMDG Code, the primary requirements of a dangerous goods shipping document is to clearly and concisely convey the fundamental and required information of regulated HAZMAT being transported internationally. It is not the intent to require a separate transportation document for dangerous goods when a consignment contains both dangerous and non-dangerous goods, or to restrict the number of individual dangerous goods descriptions that may appear on a single document”. Officials of all countries are now monitoring HAZMAT containers very closely. This will mean a more intensive check on documentation. Containers arriving without or accurate IMO Dangerous Goods Declaration for HAZMAT cargo will be frustrated at the port of discharge. To avoid confusion and to try to alleviate further errors during the shipment of HAZMAT, guidance on using the proper shipping forms and documentation for transporting HAZMAT is being provided as follows:

(a) References:

- 1 This Regulation, Part II, Cargo Movements, Chapter 204, Paragraphs F.6 and G.2.
- 2 Title 49, Code of Federal Regulations, current version.
- 3 IMDG Codes, Chapter 5.4

IMO DANGEROUS GOODS DECLARATION Page 01 of 01

Shipper: SHW LIA
TRANSPORTATION OFFICER
DEF DIST DEPOT WASHINGTON EAST
NEW COMBELLAND PA 17070-0001

Emergency contact: 1-800-441-8861 / 1-800-279-2111

Destination: PHOENIX, ARIZONA

Origin: PHOENIX, ARIZONA

UN No.: 1.1

Proper Shipping Name: 1.1

Hazard Class: 1.1

Packaging Group: 1.1

Marine Pollutant: 1.1

Observation: 1.1

Signature: 1.1

Date: 1.1

Emergency Phone No. 1-800-441-8861 / 1-800-279-2111

Remarks: 1.1

Additional Information: 1.1

Declaration: 1.1

Signature: 1.1

Date: 1.1

You must specify: Proper Shipping Name, hazard class, UN No., packaging group (where assigned) marine pollutant and observe the Mandatory requirements under applicable national and international governmental regulations. For the purposes of the IMDG Code see 5.4.1.4 or the purposes of the IMDG Code, see 5.4.2.

E. EGYPT

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/eg.htm>.
2. Cargo. The following paragraphs describe general shipping guidelines and customs clearance and inspection processes for government and personal property shipped into Egypt from the US.
 - a. Container/Crating Requirements. Twenty-foot containers and forty-foot containers, or additional weight, can be handled at greatly increased cost.
 - b. Hard Lift Area. Designated as Hard Lift Area for all military services. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority.
 - c. Customs Clearance Procedures, Requirements.
 - (1) Provide AWB or BL numbers, carrier, required delivery date, and container numbers by message to the American Embassy (AmEmbassy) Cairo or NAVMEDRSCHUTHREE as soon as information becomes available.
 - (2) Customs clearance of HHG and UB cannot begin until the announcement of the arrival of the owner to the MOFA is made. The AmEmbassy or NAVMEDRSCHUTHREE must have at least a copy of the Military Ocean Cargo Manifest or International OBL to initiate customs clearance of surface shipments prior to arrival of the vessel.
3. The "Consigned To" and "Marks/Number" blocks of the Ocean Bills of Lading, Military Cargo manifests, or AWBs must contain identical markings with the containers, lift vans, or crates.

General Information.

GBLOC: TNDK

APOD: Cairo International Airport EG-CAI

WPOD: Alexandria EG-LK1

DODAAC: HHAE2E

POC: Marianne Barsoum, Extension 3805

E-mail: BarsoumMM@state.gov

TWX: AMEMBASSY CAIRO

Mail: GENERAL SERVICES OFFICE
AMERICAN EMBASSY CAIRO
DEPARTMENT OF STATE
APO AE 09839-4900
DSN: 725-1456/725-1440
Commercial: 011-20-2-797-XXXX Inbound 3803, Outbound 3805,
TSC Officer 3800
Telex: 93773
FAX: DSN: 725-1456/725-1440
Commercial: 011-20-2-797-3519

F. ERITREA

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/er.htm>.
2. Cargo. To be developed.

G. ETHIOPIA

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/et.htm>.
2. Cargo. To be developed.

H. KENYA

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/ke.htm>.
2. Cargo. To be developed.

I. KUWAIT

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/ku.htm>.
2. Cargo.
 - a. Surface. The following paragraphs describe general customs clearance procedures and requirements for government property shipped into Kuwait from the US. It is imperative that all requisitioners, consignors, and shippers maintain strict adherence to these policies when transporting DOD cargo into this country.
 - (1) Provide complete and accurate TCMDs with container number, seal number, TCN, piece, weight, cube, approximate dollar value and general description of the shipment.
 - (2) Provide Commercial Invoice (with dollar value for each item), Commercial Packing List, Certified Cargo Declaration Notice, and Customs Clearance Letter.
 - (3) Provide IMO Dangerous Goods Declaration IAW the requirements of the SOLAS 74 and the IMDG Code to document and identify HAZMAT cargo.
 - (4) All customs clearance documentation must be provided to the ocean carrier. Ocean carriers must provide the customs clearance documentation to the Customs clearance authorities to ensure cargo is not delayed at the WPOD. In the event the shipments are held up due to lack of proper documentation at the WPOD, the local MTMC Port Authority should immediately initiate action with their higher HQ, the carrier, and the HN Customs officials to resolve the issues.
 - (5) Shippers must use the following formats in completing and submitting customs clearance documents to the ocean carrier:
 - (a) Commercial Invoice:
 - 1 Shipper name and address (Must be the same on commercial invoice and packing list).
 - 2 Consignee name and address (Must be the same on commercial invoice and packing list).
 - 3 Commodity description (No military identification and terminology, i.e., do not say Army, military, Defense etc.).
 - 4 Number and type of packages.
 - 5 Price per unit (Preferred currency: US dollar).
 - 6 Value of the shipment
 - 7 Gross weights of the cargo.
 - 8 Shipper stamp and signature.

(Use Shipper LETTERHEAD)

UNITED STATES OF AMERICA

COMMERCIAL INVOICE

The Transportation Division of the (SHIPPER NAME) certifies that cargo described below is the property of (Shipper Name). This cargo is being shipped by the (SHIPPER NAME). It is not for SALE or RESALE.

Shipped From:

Ship To:

Transportation Office

(CSE DODAAC) “Operation Enduring Freedom”

(Shipper name)

(Full address of Consignee DODAAC)

(Shipper Address)

(Include POC and Phone number if available)

Date	PCFN or BOOKING NUMBER	FOB	Ship Via	Vessel Name	Terms	RDD
		Source Stuffed	Maersk Sealand		MM2	

[illegible]

The information provided above is true and correct in all details and has been provided on the ocean bill of lading.

For the United States,_____

Transportation Officer_____

(b) Commercial Packing List

- 1 Shipper name and address (Must be the same on commercial invoice).
- 2 Consignee name and address (Must be the same on commercial invoice).
- 3 Quantity.
- 4 Commodity description (No military identification and terminology, i.e., do not say Army, military, Defense etc., must be the same on commercial invoice).
- 5 Weight.
- 6 Cube.
- 7 Container and Transportation Control Number.

(Shipper LETTERHEAD)

UNITED STATES OF AMERICA

COMMERICAL PACKING LIST

BKG NO: (Fill in Booking Number)

Shipped From:

Ship To:

Transportation Office

(CSE DODAAC) "Operation Enduring Freedom"

(Shipper Name)

(CSE NAME)

(Full address)

(Full address to include POC & Phone number – Same As Commercial Invoice)

(City, state, zip)

(City, country)

Quantity	Commodity Description	Weight	Cube	Container/Transportation Control Number (TCN)
*****	*NOTHING FOLLOWS*	*****	*****	*****

(c) Certified Cargo Declaration Notice

- 1 The declaration notice will be prepared in lieu of health certificates for MREs\UGRs because there are no health certificates for this type of group ration. The purpose of the declaration is to clear the cargo and must be prepared, notarized and signed by the shipping agency. Shippers will continue to provide health certificates for rations/frozen foods that are not classified as MREs\UGRs.

(Shipper LETTERHEAD)

CERTIFIED CARGO DECLARATION NOTICE

DATE: (Current Date)

Shipment Details

Origin Port of Loading: e.g., Norfolk, Virginia, USA

Destination Port of Discharge: e.g., Bremerhaven, Germany

Final Delivery to Consignee: (Destination – city, country)

Seaway Bills of Lading/Container Numbers:

Container Number	Bill of Lading No.

Declaration

This cargo consists of fully prepared foodstuff for human consumption; the ingredients are of high quality and meet all standards set by the laws and regulations of the United States of America and worldwide standards.

This cargo is not for resale and is for the sole use of the consignee.

The consignee will accept this cargo under all circumstances, and will clear the cargo through Customs of the destination country.

Certification

The undersigned hereby certifies that this declaration is true and accurate.

Signature: _____

Name: _____

Notary Seal

Title : _____

(d) Customs Clearance Letter

- 1 The letter must be prepared by the military (shipper) on their letter head authorizing the release of cargo to the US Consulate in the destination country. The text of the letter should read: Ref. PCFN or Booking No. _____. This is to confirm that the United States Military purchased the goods covered under PCFN or Booking No. _____ from _____. This office requests the release of those goods to the US Consulate in destination country for onward transportation to (destination). The United States Military will utilize these goods at their base in (country).

(Shipper LETTERHEAD)

Date:

From: Shipper

To: Director General of Customs,

US Consul General, in _____

SUBJ: UNITED STATES GOVERNMENT SHIPPER OWNED GENERAL CARGO CONTAINER under (PCFN or Booking #)

Ref: (PCFN or Booking Number) and the Ocean Carrier Name

1. This is to confirm that the United States Military purchased the goods covered under PCFN or Booking Number _____ and this office requests the release of those goods to the US Consul General in _____ for onward transportation to _____.
2. This cargo is not for resale and is for the sole use of the consignee.
3. The United States Military will be utilizing these goods at their bases in _____.

Respectfully,

J. OMAN

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/mu.htm>.
2. Cargo.
 - a. Surface. The following paragraphs describe general customs clearance procedures and requirements for government property shipped into Oman from the US. It is imperative that all requisitioners, consignors, and shippers maintain strict adherence to these policies when transporting DOD cargo into this country.
 - (1) Provide complete and accurate TCMDs with container number, seal number, TCN, piece, weight, cube, approximate dollar value and general description of the shipment.
 - (2) Provide Commercial Invoice (with dollar value for each item), Commercial Packing List, Certified Cargo Declaration Notice, and Customs Clearance Letter.
 - (3) Provide IMO Dangerous Goods Declaration IAW the requirements of the SOLAS 74 and the IMDG Code to document and identify HAZMAT cargo.
 - (4) All customs clearance documentation must be provided to the ocean carrier. Ocean carriers must provide the customs clearance documentation to the Customs clearance authorities to ensure cargo is not delayed at the WPOD. In the event the shipments are held up due to lack of proper documentation at the WPOD, the local MTMC Port Authority should immediately initiate action with their higher HQ, the carrier, and the HN Customs officials to resolve the issues.
 - (5) Shipper must use the following formats in completing and submitting customs clearance documents to the ocean carrier:
 - (a) Commercial Invoice:
 - 1 Shipper name and address (Must be the same on commercial invoice and packing list).
 - 2 Consignee name and address (Must be the same on commercial invoice and packing list).
 - 3 Commodity description (No military identification and terminology, i.e., do not say Army, military, Defense etc.).
 - 4 Number and type of packages.
 - 5 Price per unit (Preferred currency: US dollar).
 - 6 Value of the shipment
 - 7 Gross weights of the cargo.
 - 8 Shipper stamp and signature.

(Use Shipper LETTERHEAD)

UNITED STATES OF AMERICA

COMMERCIAL INVOICE

The Transportation Division of the (SHIPPER NAME) certifies that cargo described below is the property of (Shipper Name). This cargo is being shipped by the (SHIPPER NAME). It is not for SALE or RESALE.

Shipped From:

Ship To:

Transportation Office

(CSE DODAAC) “Operation Enduring Freedom”

(Shipper name)

(Full address of Consignee DODAAC)

(Shipper Address)

(Include POC and Phone number if available)

Date	PCFN or BOOKING NUMBER	FOB	Ship Via	Vessel Name	Terms	RDD
		Source Stuffed	Maersk Sealand		MM2	

[illegible]

The information provided above is true and correct in all details and has been provided on the ocean bill of lading.

For the United States, _____

Transportation Officer_____

(b) Commercial Packing List

- 1 Shipper name and address (Must be the same on commercial invoice).
- 2 Consignee name and address (Must be the same on commercial invoice).
- 3 Quantity.
- 4 Commodity description (No military identification and terminology, i.e., do not say Army, military, Defense etc., must be the same on commercial invoice).
- 5 Weight.
- 6 Cube.
- 7 Container and Transportation Control Number.

(Shipper LETTERHEAD)

UNITED STATES OF AMERICA

COMMERICAL PACKING LIST

BKG NO: (Fill in Booking Number)

Shipped From:

Ship To:

Transportation Office

(CSE DODAAC) "Operation Enduring Freedom"

(Shipper Name)

(CSE NAME)

(Full address)

(Full address to include POC & Phone number – Same As Commercial Invoice)

(City, state, zip)

(City, country)

Quantity	Commodity Description	Weight	Cube	Container/Transportation Control Number (TCN)
*****	*NOTHING FOLLOWS*	*****	*****	*****

(c) Certified Cargo Declaration Notice

- 1 The declaration notice will be prepared in lieu of health certificates for MREs\UGRs because there are no health certificates for this type of group ration. The purpose of the declaration is to clear the cargo and must be prepared, notarized and signed by the shipping agency. Shippers will continue to provide health certificates for rations/frozen foods that are not classified as MREs\UGRs.

(Shipper LETTERHEAD)

CERTIFIED CARGO DECLARATION NOTICE

DATE: (Current Date)

Shipment Details

Origin Port of Loading: e.g., Norfolk, Virginia, USA

Destination Port of Discharge: e.g., Bremerhaven, Germany

Final Delivery to Consignee: (Destination – city, country)

Seaway Bills of Lading/Container Numbers:

Container Number	Bill of Lading No.

Declaration

This cargo consists of fully prepared foodstuff for human consumption; the ingredients are of high quality and meet all standards set by the laws and regulations of the United States of America and worldwide standards.

This cargo is not for resale and is for the sole use of the consignee.

The consignee will accept this cargo under all circumstances, and will clear the cargo through Customs of the destination country.

Certification

The undersigned hereby certifies that this declaration is true and accurate.

Signature: _____

Name: _____

Notary Seal

Title : _____

(d) Customs Clearance Letter

- 1 The letter must be prepared by the military (shipper) on their letter head authorizing the release of cargo to the US Consulate in the destination country. The text of the letter should read: Ref. PCFN or Booking No. _____. This is to confirm that the United States Military purchased the goods covered under PCFN or Booking No. _____ from _____. This office requests the release of those goods to the US Consulate in destination country for onward transportation to (destination). The United States Military will utilize these goods at their base in (country).

(Shipper LETTERHEAD)

Date:

From: Shipper

To: Director General of Customs,

US Consul General, in _____

SUBJ: UNITED STATES GOVERNMENT SHIPPER OWNED GENERAL CARGO CONTAINER under (PFCN or Booking #)

Ref: (PFCN or Booking Number) and the Ocean Carrier Name

1. This is to confirm that the United States Military purchased the goods covered under PCFN or Booking Number _____ and this office requests the release of those goods to the US Consul General in _____ for onward transportation to _____.
2. This cargo is not for resale and is for the sole use of the consignee.
3. The United States Military will be utilizing these goods at their bases in _____.

Respectfully,

- (6) Dangerous Good Shipments. “In accordance with the requirements of SOLAS 74 and the IMDG Code, the primary requirements of a dangerous goods shipping document is to clearly and concisely convey the fundamental and required information of regulated HAZMAT being transported internationally. It is not the intent to require a separate transportation document for dangerous goods when a consignment contains both dangerous and non-dangerous goods, or to restrict the number of individual dangerous goods descriptions that may appear on a single document”. Officials of all countries are now monitoring HAZMAT containers very closely. This will mean a more intensive check on documentation. Containers arriving without or accurate IMO Dangerous Goods Declaration for HAZMAT cargo will be frustrated at the port of discharge. To avoid confusion and to try to alleviate further errors during the shipment of HAZMAT, guidance on using the proper shipping forms and documentation for transporting HAZMAT is being provided as follows:

- 1 This Regulation, Part II, Cargo Movements, Chapter 204, Paragraphs F.6 and
G.2.
- 2 Title 49, Code of Federal Regulations, current version.
- 3 IMDG Codes, Chapter 5.4

[illegible]

You must specify: Proper Shipping Name, hazard class, UN No., packaging group (where assigned) marine pollutant and observe the Mandatory requirements under applicable national and international governmental regulations. For the purposes of the IMDG Code see 5.4.1.4 or the purposes of the IMDG Code, see 5.4.2.

K. QATAR

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/qa.htm>.
2. Cargo.
 - a. Surface. The following paragraphs describe general customs clearance procedures and requirements for government property shipped into Qatar from the US. It is imperative that all requisitioners, consignors, and shippers maintain strict adherence to these policies when transporting DOD cargo into this country.
 - (1) Provide complete and accurate TCMDs with container number, seal number, TCN, piece, weight, cube, approximate dollar value and general description of the shipment.
 - (2) Provide Commercial Invoice (with dollar value for each item), Commercial Packing List, Certified Cargo Declaration Notice, and Customs Clearance Letter.
 - (3) Provide IMO Dangerous Goods Declaration IAW the requirements of the SOLAS 74 and the IMDG Code to document and identify HAZMAT cargo.
 - (4) All customs clearance documentation must be provided to the ocean carrier. Ocean carriers must provide the customs clearance documentation to the Customs Clearance authorities to ensure cargo is not delayed at the WPOD. In the event the shipments are held up due to lack of proper documentation at the WPOD, the local MTMC Port Authority should immediately initiate action with their higher HQ, the carrier, and the HN Customs officials to resolve the issues.
 - (5) Shipper must use the following formats in completing and submitting customs clearance documents to the ocean carrier:
 - (a) Commercial Invoice:
 - 1 Shipper name and address (Must be the same on commercial invoice and packing list).
 - 2 Consignee name and address (Must be the same on commercial invoice and packing list).
 - 3 Commodity description (No military identification and terminology i.e., do not say Army, military, Defense etc.).
 - 4 Number and type of packages.
 - 5 Price per unit (Preferred currency: US dollar).
 - 6 Value of the shipment.
 - 7 Gross weights of the cargo.
 - 8 Shipper stamp and signature.

(Use Shipper LETTERHEAD)

UNITED STATES OF AMERICA

COMMERCIAL INVOICE

The Transportation Division of the (SHIPPER NAME) certifies that cargo described below is the property of (Shipper Name). This cargo is being shipped by the (SHIPPER NAME). It is not for SALE or RESALE.

Shipped From:

Ship To:

Transportation Office


(CSE DODAAC) “Operation Enduring Freedom”

(Shipper name)

(Full address of Consignee DODAAC)

(Shipper Address)

(Include POC and Phone number if available)

Date	PCFN or BOOKING NUMBER	FOB	Ship Via	Vessel Name	Terms	RDD
		Source Stuffed	Maersk Sealand		MM2	

[illegible]

The information provided above is true and correct in all details and has been provided on the ocean bill of lading.

For the United States,_____

Transportation Officer_____

(b) Commercial Packing List

- 1 Shipper name and address (Must be the same on commercial invoice).
- 2 Consignee name and address (Must be the same on commercial invoice).
- 3 Quantity.
- 4 Commodity description (No military identification and terminology, i.e., do not say Army, military, Defense etc., must be the same on commercial invoice).
- 5 Weight.
- 6 Cube.
- 7 Container and Transportation Control Number.

(Shipper LETTERHEAD)

UNITED STATES OF AMERICA

COMMERICAL PACKING LIST

BKG NO: (Fill in Booking Number)

Shipped From:

Ship To:

Transportation Office

(CSE DODAAC) "Operation Enduring Freedom"

(Shipper Name)

(CSE NAME)

(Full address)

(Full address to include POC & Phone number – Same As Commercial Invoice)

(City, state, zip)

(City, country)

Quantity	Commodity Description	Weight	Cube	Container/Transportation Control Number (TCN)
*****	*NOTHING FOLLOWS*	*****	*****	*****

(c) Certified Cargo Declaration Notice

- 1 The declaration notice will be prepared in lieu of health certificates for MREs\UGRs because there are no health certificates for this type of group ration. The purpose of the declaration is to clear the cargo and must be prepared, notarized and signed by the shipping agency. Shippers will continue to provide health certificates for rations/frozen foods that are not classified as MREs\UGRs.

(Shipper LETTERHEAD)

CERTIFIED CARGO DECLARATION NOTICE

DATE: (Current Date)

Shipment Details

Origin Port of Loading: e.g., Norfolk, Virginia, USA

Destination Port of Discharge: e.g., Bremerhaven, Germany

Final Delivery to Consignee: (Destination – city, country)

Seaway Bills of Lading/Container Numbers:

Container Number	Bill of Lading No.

Declaration

This cargo consists of fully prepared foodstuff for human consumption; the ingredients are of high quality and meet all standards set by the laws and regulations of the United States of America and worldwide standards.

This cargo is not for resale and is for the sole use of the consignee.

The consignee will accept this cargo under all circumstances, and will clear the cargo through Customs of the destination country.

Certification

The undersigned hereby certifies that this declaration is true and accurate.

Signature: _____

Name: _____

Notary Seal

Title : _____

(d) Customs Clearance Letter

- 1 The letter must be prepared by the military (shipper) on their letter head authorizing the release of cargo to the US Consulate in the destination country. The text of the letter should read: Ref. PCFN or Booking No. _____. This is to confirm that the United States Military purchased the goods covered under PCFN or Booking No. _____ from _____. This office requests the release of those goods to the US Consulate in destination country for onward transportation to (destination). The United States Military will utilize these goods at their base in (country).

(Shipper LETTERHEAD)

Date:

From: Shipper

To: Director General of Customs,

US Consul General, in _____

SUBJ: UNITED STATES GOVERNMENT SHIPPER OWNED GENERAL CARGO CONTAINER under (PCFN or Booking #)

Ref: (PCFN or Booking Number) and the Ocean Carrier Name

1. This is to confirm that the United States Military purchased the goods covered under PCFN or Booking Number _____ and this office requests the release of those goods to the US Consul General in _____ for onward transportation to _____.
2. This cargo is not for resale and is for the sole use of the consignee.
3. The United States Military will be utilizing these goods at their bases in _____.

Respectfully,

- (6) Dangerous Good Shipments. “In accordance with the requirements of SOLAS 74 and the IMDG Code, the primary requirements of a dangerous goods shipping document is to clearly and concisely convey the fundamental and required information of regulated HAZMAT being transported internationally. It is not the intent to require a separate transportation document for dangerous goods when a consignment contains both dangerous and non-dangerous goods, or to restrict the number of individual dangerous goods descriptions that may appear on a single document”. Officials of all countries are now monitoring HAZMAT containers very closely. This will mean a more intensive check on documentation. Containers arriving without or accurate IMO Dangerous Goods Declaration for HAZMAT cargo will be frustrated at the port of discharge. To avoid confusion and to try to alleviate further errors during the shipment of HAZMAT, guidance on using the proper shipping forms and documentation for transporting HAZMAT is being provided as follows:

(a) References:

- 1 This regulation, Part II, Cargo Movements, Chapter 204, Paragraphs F.6 and G.2.
- 2 Title 49, Code of Federal Regulations, current version.
- 3 IMDG Codes, Chapter 5.4

IMO DANGEROUS GOODS DECLARATION Page 01 of 01

Shipper: SHW LIA
TRANSPORTATION OFFICER
DEF DIST DEPOT WASHINGTON EAST
NEW COMBELLAND PA 17070-0001

Emergency contact: 1-800-441-8861 / 1-800-279-1111

Destination: PHOENIX
FRANK 35 FRANK LUTTY
BLDG 118 PHN 512 80 322 318 3040
A ONE WAY
INCIPAL AS TURKEY

Country of origin: PHOENIX

Country of destination: PHOENIX

Port of origin: PHOENIX

Port of destination: PHOENIX

Emergency contact: 1-800-441-8861 / 1-800-279-1111

Signature: SHW COMBELLAND PA 17070-0001

Signature of carrier: SHW COMBELLAND PA 17070-0001

You must specify: Proper Shipping Name, hazard class, UN No., packaging group (where assigned) marine pollutant and observe the Mandatory requirements under applicable national and international governmental regulations. For the purposes of the IMDG Code see 5.4.1.4 or the purposes of the IMDG Code, see 5.4.2.

L. SAUDI ARABIA

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/sa.htm>.
2. Cargo.
 - a. General. This section provides Kingdom of Saudi Arabia (KSA) customs requirements, Commander, United States Central Command policy, and logistical procedures necessary to transport DOD cargo to and from the KSA. It is imperative that all requisitioners, consignors, and shippers maintain strict adherence to these policies when transporting DOD cargo into or out of the KSA. This information applies to the USCENTCOM service components (US Army Forces Central Command, US Air Forces Central Command, US Marine Forces Central Command, US Naval Forces Central Command, and Special Operations Command Central) and to supporting organizations operating in the KSA.
 - b. Responsibilities. All requisitioning and contracting agencies including individual or organizational Government Purchase Card holders and all consignors/shippers will ensure that any air or surface transportation of the following commodities of cargo listed below (noted by Federal Supply Group/Class Number to the right of the type of cargo) has obtained Prior Approval for Transportation of Cargo into or out of the KSA prior to the arrival or departure of the cargo.
 - (1) Weapons, Group 10 (e.g., Pistol, Rifle, Machinegun).
 - (2) Vehicles, Groups 17, 23, 24, 37, 38, 39 (e.g., Car, Pickup, Truck, Sweeper, Fire Truck, K-Loader, Forklift, Tractor/Trailer, Backhoe, Bulldozer, All Terrain Vehicle, Runway Paint/Marker Truck, Runway Rubber Removal Truck, Fuel Truck).
 - (3) Medical supplies, Group 65 (e.g., Blood, Vaccines (Anthrax, Flu, etc.), Over-the Counter and Prescription Medicines, and Medical Supplies containing any type of chemicals. (Band-Aids, Gauze, Plastic Tubing, Splints, etc., have not been a KSA Customs issue at Prince Sultan AB, Al Kharj, KSA, and have not required a Prior Approval for Transportation of Cargo--provided these items are "not" in the same box/tri-wall with items that require a Prior Approval for Transportation of Cargo.).
 - (4) Munitions (Class 1) (e.g., missiles, bombs, egress items, small arms ammunition).
 - (5) Sensitive Hazardous Materials/Dangerous Goods (see Paragraph L.2.c.(1))
 - (6) Computers and Related Equipment, (e.g., Desk Top Computer-Central Processing Unit, Monitor, Keyboard, Mouse, and Printer). At Prince Sultan AB, Al Kharj, KSA, personal laptop computers that are hand carried or in personal baggage have not been a KSA Customs issue and have not required a Prior Approval for Transportation of Cargo.
 - (7) Electronic Scientific/Technology Equipment (e.g., Weather System, GBS, VTC, Routers, Communications Switches, CENTIX, STE/STU III Phones, C2IPS, ALASCOM Terminal, Medical Electronic Equipment - Rapid Analyzer, Radios (hand-held and mobile units and base stations)).

NOTE: The above examples are not a complete list, just examples.

NOTE: No Prior Approval for Transportation of Cargo is required for Mission Impaired Capability Awaiting Parts aircraft or communications parts, or Precision Measuring Equipment Laboratory equipment.

- c. For shipments originating at DLA distribution centers and consolidation points, the following procedure should be followed:
- (1) DLA activities should forward comprehensive shipment information including the information cited in Paragraphs L. 2. d-i below automatically through the Defense Automated Addressing System to the Joint Total Asset Visibility (JTAV) server. This information will be sent when the materiel is shipped.
 - (2) Representatives from the JTAV office will pull the relevant information based on existing requirements, and will post the information on the JTAV website.
 - (3) Representatives from the Friendly Forces Command Cell (F2C2) will access the JTAV server and will use the information to process the materiel through the various Saudi Arabian customs processes.
 - (4) Revisions and additions to the existing process for DLA shipments to Saudi Arabia will be coordinated through HQ DLA, The Defense Distribution Center, F2C2, and the JTAV office.
- d. Prior Approval for Transportation of Cargo Request Procedures. Prior Approval for Transportation of Cargo for the above commodities of cargo is granted by the KSA Ministry of Defense and Aviation (MODA) by following the request procedures outlined below. Failure to have Prior Approval for Transportation of Cargo will result in the cargo being returned to the consignor/shipper at the consignor's/shipper's expense.
- (1) HAZMAT/Dangerous Goods. Only the HAZMAT/Dangerous Goods listed below (paragraph (e)) and Class 1 munitions require Prior Approval for Transportation of Cargo in addition to Prior Approval for Transportation of Cargo requirements outlined above. All packaging and transportation of HAZMAT/Dangerous Goods by air will be in compliance with Air Force Interservice Manual (AFMAN) 24-204(I), Technical Manual (TM) 38-250, MCO P4030.19H, Naval Supply (NAVSUP) Pub 505, and Defense Logistics Agency Instruction (DLAI) 4145.3, Preparing Hazardous Materials for Military Air Shipments and applicable international regulations. All packaging and transportation of HAZMAT/Dangerous Goods must comply with basic governing guidance in source documents such as: AFMAN 24-204(I)/TM 38-250/MCO P4030.19H/NAVSUP Pub 505/DLAI 4145.3, AFI 91-201, Explosives Safety Standards, and 49 CFR for munitions shipments; AFMAN 24-204(I)/TM 38-250/MCO P4030.19H/NAVSUP Pub 505/DLAI 4145.3, Air Force Manual (AFMAN) 23-110, USAF Supply Manual, Vol. V, and 49 CFR for all medical supply shipments; and AFMAN 24-204(I)/TM 38-250/MCO P4030.19H/NAVSUP Pub 505/DLAI 4145.3, Department of Defense Regulation (5100).76-M, Physical Security of Sensitive Conventional Arms, Ammunition, and Explosives and AFI 31-229, USAF Weapons Handling Manual for all shipments of weapons.

- (2) Prior Approval for Transportation of Cargo. Requests for Prior Approval for Transportation of Cargo will be submitted to Combined Forces Air Component Command, Logistics Directorate (CFACC/C4) via e-mail IAW the format described below not later than 60 days prior to intended shipment date for air shipments via AMC, and 45 days prior to intended shipment date for all other shipments. Following submission, confirm with CFACC/C4 by e-mail or fax or telephone to the appropriate functional area at the e-mail addresses or DSN fax numbers or DSN phone numbers listed below is essential. Failure to properly coordinate the movement of the specified cargo below will result in the detention of the cargo by KSA Customs authorities until released, or returned at expense to the consignor/shipper.
- (a) Director of Logistics - DSN 318 434-9279; e-mail: cfacc.c4@psab.af.mil.
 - (b) Munitions/Class 1 (CFACC/C4 Ammo) DSN 318 434-9287; e-mail: cfacc.c4.lgw@psab.af.mil.
 - (c) Medical supplies (CFACC/C4 Cargo); DSN: 318 434-3660; e-mail: cfacc.sg@psab.af.mil (C4 Cargo will coordinate with CFACC/SCXP).
 - (d) Vehicles/Materials Handling Equipment/All other Rolling Stock (CFACC/C4 Vehicle Management); e-mail: jtfswa.j4fleetmanager@psab.af.mil.
 - (e) HAZMAT/Dangerous Goods, Weapons, Computers and related equipment, and Electronic/Scientific/Technology Systems. (CFACC/C4 Cargo) - DSN 318 434-3691; e-mail: cfacc.c4.jmc.tmo1@psab.af.mil (C4 Cargo will coordinate with CFACC/FP on weapons shipments). CFACC/C4 DSN Fax: 318 434-9724.
- (3) Request Format. Units or individuals will use the below format to submit requests for Prior Approval for Transportation of Cargo to CFACC/C4 by e-mail). Use the letter format below for Prior Approval for Transportation of Cargo of single shipments. Use the letter format and spreadsheet format immediately following for multiple shipments.
- (a) Weapons, Hazardous Materials/Dangerous Goods, Computer and related equipment, Electronic/Scientific/Technology Systems - Paragraphs (4) and (5)
 - (b) Munitions/Class 1 - Paragraphs (6) and (7)
 - (c) Medical Supplies - Paragraphs (8) and (9)
 - (d) Vehicles/Trailers - Paragraphs (10) and (11)

(4) Format for request of Prior Approval for Transportation of Cargo for Weapons, Hazardous Materials /Dangerous Goods, Computers and related equipment, and Electronic/Scientific/Technology Systems.

<p style="text-align: center;">YOUR COMMAND LETTERHEAD</p> <p>MEMORANDUM FOR CFACC/C4 DEPUTY DIRECTOR AND CARGO</p> <p>FROM: Your Command and Your Office Symbol (No Names)</p> <p>SUBJECT: Prior Approval for Transportation of Cargo into the Kingdom of Saudi Arabia</p> <p>ENCL: 1. Digital Photos (via e-mail) of the items from publications or the actual items.</p> <p>ENCL: 2. CFACC/C4 Cargo Spreadsheet for multiple shipments.</p> <ol style="list-style-type: none">1. Request Kingdom of Saudi Arabia Ministry of Defense and Aviation (MODA) and Customs Clearance be processed for the following item(s):2. For Deploying Unit: Squadron, Detachment, etc.3. Type of Cargo: Weapons, Hazardous Materials/Dangerous Goods (Class 1 and the list below only), Computer and related Equipment, Electronic/ Scientific/Technology Systems (systems, not parts).<ol style="list-style-type: none">a. Nomenclature: Complete Noun Name/National Stock Number (NSN)/Serial Number (SN# maybe N/A)/Proper Shipping Name/United Nations (UN) Identification (ID) for Hazardous Materials/Dangerous Goods. Note: NSN may not be applicable.b. TCN: (Transportation Control Number) Must have either a TCN or Waybill number. (May be N/A).c. Waybill #: For Commercial movement, must have either a TCN or Waybill number. (May be N/A).d. Estimated Total Weight: (in pounds).e. Quantity, Total Number of Pieces: Box, Case, Container, etc.f. Mode of Transportation: Air or Sea.g. Carrier: USAF-AMC, DHL, FEDEX, UPS, MSC, AP, etc. (N/A).h. Origin: Name of Commercial Company, City, State, Country or Name of Ship.i. Port of Departure: City, State, Country/Military Base (N/A).j. Port of Entry: Prince Sultan Air Base, Al Kharj, Riyadh Air Base, Kingdom of Saudi Arabia (Airlift) or Dammam, Kingdom of Saudi Arabia (Sealift).k. Destination: Name of Command/Office Symbol (N/A) Prince Sultan Air Base, Al Kharj, Riyadh Air Base, Kingdom of Saudi Arabia.l. Planned Arrival Dates to KSA: From dates - maximum of 90-day window, minimum of 30-day window.m. Planned Departure Dates from KSA: From dates - maximum of 90-day window, minimum of 30-day window. (This may be N/A.)n. Purpose of Movement: (Justification) Describe how item is used and how the item is military unique, especially commercial type items (e.g., "F-15 Tires" rather than "Tires"). Always include the following two statements: "All cargo for this movement is in direct support of Operation SOUTHERN WATCH. These items are not available in the Kingdom of Saudi Arabia on the local economy."4. If you have any questions, contact: (Your Organizational e-mail address, Your DSN Phone, Your Commercial Phone), Your DSN Fax, and Your Commercial Fax. I (We) certify that, I (We) have reviewed the current DOD Foreign Clearance Guide (FCG) for the Kingdom of Saudi Arabia and are making this Prior Approval for Transportation of Cargo IAW the FCG.5. Send to: CFACC/C4 Cargo, DSN: 318 434-3691, Fax DSN: 318 434-9724, e-mail: cfacc.c4.jmc.tmo1@psab.af.mil and CFACC/C4 Deputy Director, DSN: 318 434-9289, Fax DSN: 318 434-9724 e-mail centaf.a4deputy@psab.af.mil. <p style="text-align: center;">YOUR SIGNATURE BLOCK</p>
--

(5) Cargo Spreadsheet Format for Multiple Shipments

Requesting Unit:
Date Requested:
Requested Arrival Window Dates:
Requested Departure Window Dates:
Noun, Name/NSN/Serial #/TCN#/Waybill #/Weight/Quantity/Proper Shipping Name/UN ID

(6) Format for request Prior Approval for Transportation of Cargo - Class 1 - Munitions.

<p style="text-align: center;">YOUR COMMAND LETTERHEAD</p> <p>MEMORANDUM FOR CFACC/C4 DEPUTY DIRECTOR and AMMO</p> <p>FROM: (Your Command and Your Office Symbol) (No Names)</p> <p>SUBJECT: Prior Approval for Transportation of Cargo - Class 1 - Munitions in the Kingdom of Saudi Arabia</p> <p>ENCL: 1. Digital Photos (via e-mail) of the items from publications or the actual items.</p> <p>ENCL: 2. CFACC/C4 AMMO Spreadsheet for multiple shipments.</p> <ol style="list-style-type: none">1. Request Kingdom of Saudi Arabia Ministry of Defense and Aviation (MODA) and Customs Clearance be processed for the following item(s):2. For Deploying Unit: Squadron, Detachment, etc.3. Class 1 - Munitions: include AUR, inert CATM, Small Arms, Life Support, Missile and Egress items.<ol style="list-style-type: none">a. Nomenclature: Complete Noun Name, Proper Shipping Name, United Nations Identification Number (UN ID), and National Stock Number (NSN).b. Total Quantity: For each Complete Noun Name and National Stock Number (NSN) recommend based on Quantity Unit Pack (QUP). Quantity must be actual, round-for-round count--not an estimate.c. TCN: Transportation Control Number(s) for each NSN.d. Carrier: (USAF-AMC or MSC or USN - Helicopter or other).e. Mode of Transportation: Air or Sea.f. Origin: Name of Command, Office Symbol, Military Base, Country or Ship.g. Port of Departure: Military Base/City/State/Country.h. Port of Entry: Prince Sultan Air Base, Al Kharj, Kingdom of Saudi Arabia (Airlift) or Dammam, Kingdom of Saudi Arabia (Sealift).i. Destination: Name of Command, Office Symbol, Military Base, Country or Ship. Prince Sultan Air Base, Al Kharj, Riyadh Air Base, Kingdom of Saudi Arabia.j. Planned Arrival Dates to KSA: (From/To dates - maximum of 90 day window, minimum of 30 day window).k. Planned Departure Dates from KSA: (From/To dates - maximum of 90 day window, minimum of 30 day window). (If N/A, write N/A)l. Purpose of Movement (Justification): Provide the same data as above for export of munitions due to the fact that these assets are imported and exported on a one for one basis. Also identify why assets were expended. Example: Assets were expended by US aircrews in performance of an Operation SOUTHERN WATCH mission. Always include the following two statements: "All cargo for this movement is in direct support of Operation SOUTHERN WATCH. These items are not available in the Kingdom of Saudi Arabia on the local economy."4. If you have any questions, contact: Your Organizational e-mail NIPRNET and SIPRNET address, Your DSN Phone, Your Commercial Phone, Your DSN Fax, and Your Commercial Fax. I (We) certify that, I (We) have reviewed the current DOD Foreign Clearance Guide (FCG) and are making this Prior Approval for Transportation of Cargo IAW the DOD FCG.5. Send to: CFACC/C4 AMMO, Phone STU III DSN: 318 435-7866, Fax DSN: 318-434-9287, e-mail NIPRNET: cfacc.c4.lgw@psab.af.mil and e-mail SIPRNET: JTF-SWA/J4 Deputy Director, Phone STU III DSN 434-9289, Fax DSN: 318 434-9724, e-mail NIPRNET: centaf.a4deputy@psab.af.mil and e-mail SIPRNET: cfacc.c4.lgw@psab.af.mil. <p style="text-align: right;">YOUR SIGNATURE BLOCK</p>

(7) Munitions - Class 1 Spreadsheet Format for Multiple Shipments.

Requesting Unit:
Date Requested:
Requested Arrival Window Dates:
Requested Departure Window Dates:
Noun, Name/Proper Shipping Name/United Nations (UN) Identification (ID)
Number/NSN/Total Quantity/ TCN

(8) Format for request Prior Approval for Transportation of Cargo - Medical Supplies.

<p style="text-align: center;">YOUR COMMAND LETTERHEAD</p> <p>MEMORANDUM FOR CFACC/C4 DEPUTY DIRECTOR AND CARGO</p> <p>FROM: (Your Command and Your Office Symbol--No Names)</p> <p>SUBJECT: Prior Approval for Transportation of Cargo into the Kingdom of Saudi Arabia</p> <p>ENCL: 1. CFACC/C4 Medical Spreadsheet for multiple shipments.</p> <ol style="list-style-type: none">1. Request Kingdom of Saudi Arabia Ministry of Defense and Aviation (MODA) Customs Clearance be processed for the following item(s):2. For Deploying Unit: Squadron, Detachment, etc.3. Type of Cargo: Medical Supplies<ol style="list-style-type: none">a. Nomenclature: Complete Noun Name, NDC, PCAM, National Stock Number (NSN) (NSN may not be applicable), and Quantity.b. TCN: (may be N/A) Transportation Control Number (TCN) and a TCN Waybill Number.c. Waybill #: (may be N/A) For Commercial movement, provide a TCN and a Waybill Number.d. Mode of Transportation: Aire. Carrier: (USAF-AMC, DHL, FEDEX, etc.)f. Origin: (Name of Commercial Company, State, Country, or (Name of Command, Office Sym, Military Base, City, State, Country) or (Ship).g. Port of Departure: (City, State, Country) (Maybe N/A) or Ship.h. Port of Entry: (Prince Sultan Air Base, Kingdom of Saudi Arabia)i. Destination: ((Name of Command, Office Symbol) (No Names) Prince Sultan Air Base, Al Kharj, Riyadh Air Base, Kingdom of Saudi Arabia)).j. Planned Arrival Dates to KSA: (From/To dates - maximum of 90 day window, minimum of 30 day window).k. Planned Departure Dates from KSA: (this maybe N/A), (From/To dates - maximum of 90 day window, minimum of 30 day window).l. Purpose of Movement: (Justification) (Always include the following three statements). "Medical supplies for U.S. Military Forces must have U.S. Food and Drug Administration approval. All cargo for this movement is in direct support of Operation SOUTHERN WATCH. These items are not available in the Kingdom of Saudi Arabia on the local economy."4. If you have any questions, contact: (Your Organizational e-mail address), (Your DSN Phone), (Your Commercial Phone), (Your DSN Fax), and (Your Commercial Fax). I (We) certify that, I (We) have reviewed the current DOD Foreign Clearance Guide (FCG) for the Kingdom of Saudi Arabia and are making this Prior Approval for Transportation of Cargo IAW the FCG.5. Send to: CFACC/C4 Cargo, DSN: 318 434-3691, Fax DSN: 318 434-9724, e-mail: cfacc.c4.jmc.tmo1@psab.af.mil and CFACC/C4 Deputy Director, DSN: 318 434-9289, Fax DSN: 318 434-9724, e-mail: centaf.a4deputy@psab.af.mil. <p style="text-align: right;">YOUR SIGNATURE BLOCK</p>

(9) Medical Spreadsheet Format for Multiple Shipments

Requesting Unit:
Date Requested:
Requested Arrival Window Dates:
Requested Departure Window Dates:
Noun, Name/NDC/PCAM/NSN/TCN/Quantity

(10) Format for request Prior Approval for Transportation of Cargo - Vehicles and Trailers

<p style="text-align: center;">YOUR COMMAND LETTERHEAD</p> <p>MEMORANDUM FOR CFACC/C4 DEPUTY DIRECTOR AND VEHICLE MANAGEMENT</p> <p>FROM: (Your Command and Your Office Symbol) (No Names)</p> <p>SUBJECT: Prior Approval for Transportation of Cargo into the Kingdom of Saudi Arabia</p> <p>ENCL: 1. Digital Photos (via e-mail) of the items from publications or the actual items.</p> <p>ENCL: 2. CFACC/C4 Vehicle Management Spreadsheet for multiple shipments.</p> <ol style="list-style-type: none">1. Request Kingdom of Saudi Arabia Ministry of Defense and Aviation (MODA) and Customs Clearance be processed for the following item(s):2. For Deploying Unit: (Squadron, Detachment, etc).3. Type of Cargo: Vehicle and/or Trailer<ol style="list-style-type: none">a. Nomenclature: (Complete Noun Name, Make, Model, National Stock Number (NSN) (N/A maybe N/A), Register Number, and Vehicle Identification Number (VIN))b. TCN#: (Transportation Control Number) Required for all (A/C) (M/T) (S) (N/A) (M/T) (S) (N/A)c. Mode of Transportation: (Air or Sea).d. Carrier: (USAF-AMC and/or MTMC).e. Origin: (Name of Commercial Company City, State, Country) (Name of Command, Office Sym, Military Base, City, State, Country) or (Ship).f. Port of Departure: (City, State, Country) (Air Base, Ship, N/A) or Ship.g. Port of Entry: Prince Sultan Air Base, Al Kharj, Kingdom of Saudi Arabia (Airlift) or Dammam, Kingdom of Saudi Arabia (Sealift).h. Destination: Name of Command (No Names) Prince Sultan Air Base, Al Kharj, Riyadh Air Base, Kingdom of Saudi Arabia.i. Planned Arrival Dates to KSA: (From/To dates - maximum of 90 day window, minimum of 30 day window).j. Planned Departure Dates from KSA: (this maybe N/A) (From/To dates - maximum of 90 day window, minimum of 30 day window).k. Purpose of Movement: (Justification) Describe how item is used and how the item is military unique (especially commercial type items) (e.g., "HMMWV" rather than "Truck"), and always include the following two statements: "All cargo for this movement is in direct support of Operation SOUTHERN WATCH. These items are not available in the Kingdom of Saudi Arabia on the local economy."4. If you have any questions, contact: Your Organizational e-mail address), (Your DSN Phone), (Your Commercial Phone), (Your DSN Fax), and (Your Commercial Fax). I (We) certify that, I (We) have reviewed the current DOD Foreign Clearance Guide (FCG) for the Kingdom of Saudi Arabia and are making this Prior Approval for Transportation of Cargo IAW the FCG.5. Send to: CFACC/C4 Vehicle Management, DSN: 318 434-9217, Fax DSN: 318 434-9724, e-mail: CFACC/C4 Deputy Director, DSN: 318 434-9289, Fax DSN: 318 434-9724, e-mail: centaf.a4deputy@psab.af.mil. <p style="text-align: center;">YOUR SIGNATURE BLOCK</p>

(11) Vehicle and Trailer Spreadsheet Format for Multiple Shipments

Requesting Unit:
Date Requested:
Requested Arrival Window Dates:
Requested Departure Window Dates:
Noun, Name/Make/Model/NSN/Register Number/Vehicle Identification Number

(12) CFACC/C4: Upon receipt of a unit or individual request for Prior Approval for Transportation of Cargo, CFACC/C4 reviews the request for completeness and accuracy and then submits the information to the USCENTCOM F2C2 located at PSAB for translation and KSA MODA coordination.

(13) USCENTCOM F2C2: Submits the Prior Approval for Transportation of Cargo request in English and Arabic to KSA MODA for further processing. MODA will staff the request and provide an approval or disapproval response back to F2C2 via formal letter. F2C2 will subsequently notify CFACC/C4 by e-mail and/or fax of approval or

disapproval by the KSA MODA HN of approval or disapproval letter (in English and Arabic).

- (14) CFACC/C4 electronically e-mails and/or faxes the approval or disapproval letters, in English and Arabic, to the original requestor of the Prior Approval for Transportation for Cargo and the original requestor forwards a copy to either the MTMC or Customer Service Branches at Dover, McGuire, Charleston, and Norfolk aerial ports or Ramstein AB Air Mobility Squadron based on mode of delivery. CFACC/C4 cargo managers (Weapons, Vehicles, Medical, Munitions, Sensitive Hazardous Materials/Dangerous Good, Computers, Electronic/Scientific/Technology Systems) will electronically mail and/or FAX all prior approval for transportation for cargo entering Prince Sultan Air Base, Kingdom of Saudi Arabia to the 8 EAMS/TRKS4 cargo manager. Notification is to include units request, multi-shipment spreadsheets, photos and the MODA approval or disapproval. For all unit rotations, CFACC/C4 cargo managers will provide the same notification information to the 363 ELG/LSFCC.

NOTE: CFACC/C4 works directly with the Shippers/Consignors (Units) and USCENTCOM F2C2.

NOTE: USCENTCOM F2C2 works directly with KSA MODA and CFACC/C4.

e. Important Transportation Guidance.

- (1) Cargo for US Combatant Forces, shipped via air, will only enter the KSA via Prince Sultan AB (International Civil Aviation Organization Identifier: OEKJ), Al Kharj, KSA. Accordingly, all air cargo must be airlifted via military aircraft or commercial express carriers with landing rights at Prince Sultan AB (UPS, FEDEX or DHL are the only commercial carriers with approved landing rights). Any cargo sent to US Combatant Forces via civilian airports within the KSA will be detained by KSA Customs authorities. This cargo is in jeopardy of being returned to the consignor/shipper at the shippers expense if agreements for its release cannot be obtained through KSA Customs.

NOTE: Cargo assigned to locations within KSA, other than PSAB (i.e., USMTM), must use commercial air into King Khalid International Airport.

- (2) KSA and/or Prince Sultan AB, Al Kharj, KSA and/or Port of Dammam, KSA cannot be used as a “transshipment point” or “Hub” for airlift or sealift cargo manifested for other Gulf of Oman or Persian Gulf countries per KSA law. This is an extremely sensitive issue - strict compliance must be observed. This includes shipment of vehicles from Saudi Arabia to neighboring Persian Gulf or Gulf of Oman countries.

NOTE: AMC will not airlift cargo into Prince Sultan AB, Al Kharj, KSA for ultimate destinations outside KSA.

NOTE: MTMC will not sealift cargo into Dammam, KSA for ultimate destinations outside KSA.

- (3) Ensure TCNs, AWB Numbers, Shipping Container Numbers, Noun Names, NSN, and Quantities on actual shipping documents exactly match the Prior Approval for Transportation of Cargo requests. Failure not to do so may result in the shipment being detained by KSA Customs officials and/or being returned to the consignor/shipper at the shippers expense if agreements for its release cannot be obtained through KSA Customs.
- (4) Do not transport items that can be locally procured on the KSA economy. Only military unique items may be shipped without incurring Customs Fees. US Forces are not allowed to pay Customs Fees. Office supplies, furniture, computers, electronics, and

consumables often do not clear KSA Customs and are held in detention because they are not unique military items.

- (5) Urgent requests will seldom be expedited by the KSA MODA. It is imperative that all Government Purchase Card Holders/Contracting Agencies/Consignors/Requisitioners/ Shippers abide by established US and KSA process procedures and time frames.
- f. Recommended techniques to reduce the likelihood of cargo being detained.
- (1) Ensure copies of the KSA HN letters in both English and Arabic are attached to the cargo (pallet, container, or box) and are filed with cargo manifests on the aircraft or ship.
 - (2) Pack and transport military-unique items in boxes or containers without including any other questionable items such as electronics, communications equipment, medical supplies, etc.
 - (3) Ensure transportation documents on the cargo highlight their military application (i.e., use “F-15 Tires” rather than “Tires” or use “Military specification solvent for high-temperatures” rather than simply “Solvent”).
 - (4) Include the following two statements in all Prior Approval for Transportation of Cargo request Purpose of Movement: (Justification) and on all transportation documents on the cargo: “All cargo for this movement is in direct support of Operation SOUTHERN WATCH. These items are not available in the Kingdom of Saudi Arabia on the local economy.”
- g. Sensitive Hazardous Materials/Dangerous Goods Cargo
- | | |
|------------------------------------|----------------------------------|
| Aluminum Powder Flakes | Cyclo-Trimethylene Triamine |
| Aluminum Sulphate | Detonating Capsules/Firing Gears |
| Amatol | Detonating Fuses Ropes |
| Ammonia | Detonators |
| Ammonium Nitrate/ammonium | Diazo Dinitro Phenol |
| Ammonium Picrate | Diazobenzene Nitrate |
| Ammonium Trinitrophenolate | Diethylene Glycol Dinitrate |
| Ammonal | Diglyceryl Tetranitrate |
| Barium Peroxide | Dinitrobenzene |
| Black Gun Powder | Dinol |
| Blasting Gelatin | Dinitrotriglycol |
| Calcium Sulphate (Anhydride) | Dinitrodiglycol |
| Carbalic Acid (Phenol) | Dinitrotoluene |
| Carbon Disulphide | Dipenterythritol Hexanitrate |
| Cellulose Nitrate (Nitrocellulose) | Ethylene Dinitro-Amine |
| Composition A3 | Ethylene Nitrate |
| Composition B | Ethyleneglycoldinitrate |
| Composition B4 | Explosives |
| Copper Sulphate | Ferric Oxide |
| Cyanuric Triazide | Ferric Sulphate |
| Cyclotetramethylenetetranitramine | Fulminate-Chlorate Mixtures |
| Cyclonite “Hexogen” | Gelatin |
| Cyclotol | Gun Cotton |

Haleite	Photo Flash Powder (Pyrotechnics)
HBX-Hexahydro - 1, 3, 5 Trinitro-8-Triazine	Picratol
Hexanitro Dipentaerythrite	Picric Acid
Hexamethylene Triperoxide Diamine	Potassium Chlorate
Hydrogenperoxide	Potassium Nitrate
Initial Detonating Agents	Potassium Permanganate
Lead Azide	Pyrocellulose
Lead Dinitro Resorcinate	Pyrchlorate Meta Nitrobenzen
Lead Diazide	Diazoniumn
Lead Picrate	Pyrenite
Lead Styphnate	Pyrotechnics
Lead Trinitro Resorcinate	Pyroxylin
LOX	Red Lead Oxide
Lyddite	Red Phosphorus
Magnesium Powder	Shimose
Mannitol Hexanitrate	Silver Azide
Melinite	Silver Fulminate
Mercurous Azide	Silver Nitrate Powder
Mercury Fulminate	Sodium Chlorate
Mercury Its Salts	Sodium Nitrate
Metrial Trinitrate	Starch Nitrate
Minol	Stearic Acid
Nitric Acid	Sulfur
Nitrobenzene	Sulphur Nitride
Nitrogen Sulphide	Sulphuric Acid
Nitroglycerin	Tetraethyl Lead, Liquid
Nitroglycol	Tetracene
Nitroguanidine	Tetralite
Nitromannite	Tetranitrocarbazona
Nitromethane	Tetranitrodiglycerin
Nitropenta Arythrite	Tetryl
N-Methyl-n-2,406	Tetrytol
Tetranitroanilinaoctahydro	Tolite
N-N Dinitroethylene Diamine	Torbex
Octogen	Torpex
Paraffin	Triazide Cynaohydric
Penta Erythritol Tetranitrate	Triazide Trinitrobenzene
Pentaglyceral Trinitrate	Triethylene Glycol Dinitrate
Pentolite	Trimethyle-Ethane
Pentrite	Trinitro Toluene
Perchbrute	Trilite
Pertite	Tritonal
	Tritol
	Triton

Trotyl	1(5-Tetra Zolyle) 4 Guanyltetrazene
Turpentine	2,4,6 Trinitrobenze
Zinc Powder	2,4,6 Trinitro Phenal
1,3,5 Triazido	2,4,6 Trinitrophenyl Methyl
1,3,5 Trinitrobenzene	Nitroamin
1,3,5,7 Tetra-Azocine	2,4,6 Trinitrophenyl Methyl
1,3,5,7 Tetra-Azacyclo-Octane	Nitramin
1,3,5,7 Tetranitro	

- h. Government Purchase Card Shipping Instructions. For items that exceed the Parcel Post Limitation 70 lbs and 108 inches (length and girth, distance around the package) request a TCN from the local TO. Follow the procedures below:
 - (1) Purchaser, access the Foreign Clearance Guide web site: <http://www.fcg.pentagon.mil/fcg/sa.htm>. Ensure the shipment is not prohibited from entering the country.
 - (2) Purchaser, contact vendor for number of pieces, weight, and cube in shipment.
 - (3) TO, provide TCN to purchaser and purchaser confirms order with “ship to address” information.
 - (4) Purchaser, have vendor confirm that items are immediately available to ship. Airlift reservations expire if shipment is delayed.
 - (5) Purchaser, notify vendor that fragile and heavy items have to be packaged IAW commercial airline standards. Do not ship without the DD Form 1387, Military Shipment Label, on the item.
 - (6) TO, access the Air Force Materiel Command (AFMC) web site: <https://www.afmc-mil.wpafb.af.mil/HQ-AFMC/LG/LSO/lot>. Select “Transportation Funding/DTR Part II” and “Procedures OCONUS Purchase Card”. This site contains purchaser and vendor requirements. Transportation Account Code for Operation Southern Watch Purchase Card purchases is F600.
 - (7) South West Asia International Merchants Purchase Account Card Movement Coordinator TO, access the AFMC Advance Transportation Control and Movement Document web site: <http://www.pats.wpafb.af.mil/atcmd/index.cfm> to clear shipments transported via AMC.
 - (8) Vendor, access the AFMC Advance Transportation Control and Movement Document web site <http://www.pats.wpafb.af.mil/atcmd/index.cfm>. Click on “Retrieve Saved File”. Locate and click on TCN. Click on “Create Shipping Label Only”. Print and apply label for shipment to Dover AFB, Delaware.
- i. Surface. The following paragraphs describe general customs clearance procedures and requirements for government property shipped into Saudi Arabia from the US. It is imperative that all requisitioners, consignors, and shippers maintain strict adherence to these policies when transporting DOD cargo into this country.
 - (1) Provide complete and accurate TCMDs with container number, seal number, TCN, piece, weight, cube, approximate dollar value and general description of the shipment.
 - (2) Provide Commercial Invoice (with dollar value for each item), Commercial Packing List, Certified Cargo Declaration Notice, and Customs Clearance Letter.

- (3) Provide IMO Dangerous Goods Declaration IAW the requirements of the SOLAS 74 and the IMDG Code to document and identify HAZMAT cargo.
- (4) All customs clearance documentation must be provided to the ocean carrier. Ocean carriers must provide the customs clearance documentation to the Customs clearance authorities to ensure cargo is not delayed at the WPOD. In the event the shipments are held up due to lack of proper documentation at the WPOD, the local MTMC Port Authority should immediately initiate action with their higher HQ, the carrier, and the HN Customs officials to resolve the issues.
- (5) Shipper must use the following formats in completing and submitting customs clearance documents to the ocean carrier:
 - (a) Commercial Invoice:
 - 1 Shipper name and address (Must be the same on commercial invoice and packing list).
 - 2 Consignee name and address (Must be the same on commercial invoice and packing list).
 - 3 Commodity description (No military identification and terminology, i.e., do not say Army, military, Defense etc.).
 - 4 Number and type of packages.
 - 5 Price per unit (Preferred currency: US dollar).
 - 6 Value of the shipment.
 - 7 Gross weights of the cargo.
 - 8 Shipper stamp and signature.

UNITED STATES OF AMERICA

The Transportation Division of the (SHIPPER NAME) certifies that cargo described below is the property of (Shipper Name). This cargo is being shipped by the (SHIPPER NAME). It is not for SALE or RESALE.

Date	PCFN or BOOKING NUMBER	FOB	Ship Via	Vessel Name	Terms	RDD
		Source Stuffed	Maersk Sealand	⏏	MM2	

The information provided above is true and correct in all details and has been provided on the ocean bill of lading.

Transportation Officer_____

(b) Commercial Packing List

- 1 Shipper name and address (Must be the same on commercial invoice).
- 2 Consignee name and address (Must be the same on commercial invoice).
- 3 Quantity.
- 4 Commodity description (No military identification and terminology, i.e., do not say Army, military, Defense etc., must be the same on commercial invoice).
- 5 Weight.
- 6 Cube.
- 7 Container and Transportation Control Number.

(Shipper LETTERHEAD)

UNITED STATES OF AMERICA

COMMERICAL PACKING LIST

BKG NO: (Fill in Booking Number)

Shipped From:

Ship To:

Transportation Office

(CSE DODAAC) "Operation Enduring Freedom"

(Shipper Name)

(CSE NAME)

(Full address)

(Full address to include ROC & Phone number – Same As Commercial Invoice)

(City, state, zip)

(City, country)

Quantity	Commodity Description	Weight	Cube	Container/Transportation Control Number (TCN)
*****	*NOTHING FOLLOWS*	*****	*****	*****

(c) Certified Cargo Declaration Notice

- 1 The declaration notice will be prepared in lieu of health certificates for MREs\UGRs because there are no health certificates for this type of group ration. The purpose of the declaration is to clear the cargo and must be prepared, notarized and signed by the shipping agency. Shippers will continue to provide health certificates for rations/frozen foods that are not classified as MREs\UGRs.

(Shipper LETTERHEAD)

CERTIFIED CARGO DECLARATION NOTICE

DATE: (Current Date)

Shipment Details

Origin Port of Loading: e.g., Norfolk, Virginia, USA

Destination Port of Discharge: e.g., Bremerhaven, Germany

Final Delivery to Consignee: (Destination – city, country)

Seaway Bills of Lading/Container Numbers:

Container Number	Bill of Lading No.

Declaration

This cargo consists of fully prepared foodstuff for human consumption; the ingredients are of high quality and meet all standards set by the laws and regulations of the United States of America and worldwide standards.

This cargo is not for resale and is for the sole use of the consignee.

The consignee will accept this cargo under all circumstances, and will clear the cargo through Customs of the destination country.

Certification

The undersigned hereby certifies that this declaration is true and accurate.

Signature: _____

Name: _____

Notary Seal

Title : _____

(d) Customs Clearance Letter

- 1 The letter must be prepared by the military (shipper) on their letter head authorizing the release of cargo to the US Consulate in the destination country. The text of the letter should read: Ref. PCFN or Booking No. _____. This is to confirm that the United States Military purchased the goods covered under PCFN or Booking No. _____ from _____. This office requests the release of those goods to the US Consulate in destination country for onward transportation to (destination). The United States Military will utilize these goods at their base in (country).

(Shipper LETTERHEAD)

Date:

From: Shipper

To: Director General of Customs,

US Consul General, in _____

SUBJ: UNITED STATES GOVERNMENT SHIPPER OWNED GENERAL CARGO CONTAINER under (PCFN or Booking #)

Ref: (PCFN or Booking Number) and the Ocean Carrier Name

1. This is to confirm that the United States Military purchased the goods covered under PCFN or Booking Number _____ and this office requests the release of those goods to the US Consul General in _____ for onward transportation to _____.
2. This cargo is not for resale and is for the sole use of the consignee.
3. The United States Military will be utilizing these goods at their bases in _____.

Respectfully,

M. SOMALIA

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/so.htm>.
2. Cargo. To be developed.

N. SUDAN

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/su.htm>.
2. Cargo. To be developed.

O. UNITED ARAB EMIRATES

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/tc.htm>.
2. Cargo.
 - a. Surface. The following paragraphs describe general customs clearance procedures and requirements for government property shipped into United Arab Emirates from the US. It is imperative that all requisitioners, consignors, and shippers maintain strict adherence to these policies when transporting DOD cargo into this country.
 - (1) Provide complete and accurate TCMDs with container number, seal number, TCN, piece, weight, cube, approximate dollar value and general description of the shipment.
 - (2) Provide Commercial Invoice (with dollar value for each item), Commercial Packing List, Certified Cargo Declaration Notice, and Customs Clearance Letter.
 - (3) Provide IMO Dangerous Goods Declaration IAW the requirements of the SOLAS 74 and the IMDG Code to document and identify HAZMAT cargo.
 - (4) All customs clearance documentation must be provided to the ocean carrier. Ocean carriers must provide the customs clearance documentation to the Customs clearance authorities to ensure cargo is not delayed at the WPOD. In the event the shipments are held up due to lack of proper documentation at the WPOD, the local MTMC Port Authority should immediately initiate action with their higher HQ, the carrier, and the HN Customs officials to resolve the issues.
 - (5) Shipper must use the following formats in completing and submitting customs clearance documents to the ocean carrier:
 - (a) Commercial Invoice:
 - 1 Shipper name and address (Must be the same on commercial invoice and packing list).
 - 2 Consignee name and address (Must be the same on commercial invoice and packing list).
 - 3 Commodity description (No military identification and terminology, i.e., do not say Army, military, Defense etc.).
 - 4 Number and type of packages.
 - 5 Price per unit (Preferred currency: US dollar).
 - 6 Value of the shipment.
 - 7 Gross weights of the cargo.
 - 8 Shipper stamp and signature.

UNITED STATES OF AMERICA

The Transportation Division of the (SHIPPER NAME) certifies that cargo described below is the property of (Shipper Name). This cargo is being shipped by the (SHIPPER NAME). It is not for SALE or RESALE.

Ship To:

(CSE DODAAC) “Operation Enduring Freedom”

(Full address of Consignee DODAAC)

(Include POC and Phone number if available)

[illegible]

For the United States,_____

Transportation Officer_____

(b) Commercial Packing List

- 1 Shipper name and address (Must be the same on commercial invoice).
- 2 Consignee name and address (Must be the same on commercial invoice).
- 3 Quantity.
- 4 Commodity description (No military identification and terminology, i.e., do not say Army, military, Defense etc., must be the same on commercial invoice).
- 5 Weight.
- 6 Cube.
- 7 Container and Transportation Control Number.

(Shipper LETTERHEAD)

UNITED STATES OF AMERICA

COMMERICAL PACKING LIST

BKG NO: (Fill in Booking Number)

Shipped From:

Ship To:

Transportation Office

(CSE DODAAC) "Operation Enduring Freedom"

(Shipper Name)

(CSE NAME)

(Full address)

(Full address to include ROC & Phone number – Same As Commercial Invoice)

(City, state, zip)

(City, country)

Quantity	Commodity Description	Weight	Cube	Container/Transportation Control Number (TCN)
*****	*NOTHING FOLLOWS*	*****	*****	*****

(c) Certified Cargo Declaration Notice

- 1 The declaration notice will be prepared in lieu of health certificates for MREs\UGRs because there are no health certificates for this type of group ration. The purpose of the declaration is to clear the cargo and must be prepared, notarized and signed by the shipping agency. Shippers will continue to provide health certificates for rations/frozen foods that are not classified as MREs\UGRs.

(Shipper LETTERHEAD)

CERTIFIED CARGO DECLARATION NOTICE

DATE: (Current Date)

Shipment Details

Origin Port of Loading: e.g., Norfolk, Virginia, USA

Destination Port of Discharge: e.g., Bremerhaven, Germany

Final Delivery to Consignee: (Destination – city, country)

Seaway Bills of Lading/Container Numbers:

Container Number	Bill of Lading No.

Declaration

This cargo consists of fully prepared foodstuff for human consumption; the ingredients are of high quality and meet all standards set by the laws and regulations of the United States of America and worldwide standards.

This cargo is not for resale and is for the sole use of the consignee.

The consignee will accept this cargo under all circumstances, and will clear the cargo through Customs of the destination country.

Certification

The undersigned hereby certifies that this declaration is true and accurate.

Signature: _____

Name: _____

Notary Seal

Title

: _____

(d) Customs Clearance Letter

- 1 The letter must be prepared by the military (shipper) on their letter head authorizing the release of cargo to the US Consulate in the destination country. The text of the letter should read: Ref. PCFN or Booking No. _____. This is to confirm that the United States Military purchased the goods covered under PCFN or Booking No. _____ from _____. This office requests the release of those goods to the US Consulate in destination country for onward transportation to (destination). The United States Military will utilize these goods at their base in (country).

(Shipper LETTERHEAD)

Date:

From: Shipper

To: Director General of Customs,

US Consul General, in _____

SUBJ: UNITED STATES GOVERNMENT SHIPPER OWNED GENERAL CARGO CONTAINER under (PCFN or Booking #)

Ref: (PCFN or Booking Number) and the Ocean Carrier Name

1. This is to confirm that the United States Military purchased the goods covered under PCFN or Booking Number _____ and this office requests the release of those goods to the US Consul General in _____ for onward transportation to _____.
2. This cargo is not for resale and is for the sole use of the consignee.
3. The United States Military will be utilizing these goods at their bases in _____.

Respectfully,

- (6) Dangerous Good Shipments. “In accordance with the requirements of SOLAS 74 and the IMDG Code, the primary requirements of a dangerous goods shipping document is to clearly and concisely convey the fundamental and required information of regulated HAZMAT being transported internationally. It is not the intent to require a separate transportation document for dangerous goods when a consignment contains both dangerous and non-dangerous goods, or to restrict the number of individual dangerous goods descriptions that may appear on a single document”. Officials of all countries are now monitoring HAZMAT containers very closely. This will mean a more intensive check on documentation. Containers arriving without or accurate IMO Dangerous Goods Declaration for HAZMAT cargo will be frustrated at the port of discharge. To avoid confusion and to try to alleviate further errors during the shipment of HAZMAT, guidance on using the proper shipping forms and documentation for transporting HAZMAT is being provided as follows:

[illegible]

CHAPTER 513

UNITED STATES SOUTHERN COMMAND (USSOUTHCOM)

A. GENERAL

This chapter identifies regulations or directives and establishes Customs/Border Clearance requirements and procedures and organizational POCs responsible for the entry/exit of material and personnel from the various USSOUTHCOM countries listed.

B. CUSTOMS CLERANCE PROCESSES

This section provides the most up-to-date overseas customs process information that has been obtained for the following countries:

Barbados	Honduras
Bolivia	Nicaragua
Brazil	Paraguay
Costa Rica	Peru
Ecuador	Uruguay
El Salvador	Venezuela
Guatemala	

C. BARBADOS

1. Passengers: See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/bb.htm>.
2. Cargo
 - a. Commercial Air Shipments: Once booking is complete, fax a copy of the AWB to the Customs and Shipping Office at 246 429-5346, ATTN: Ona Linton or Cheryl Rivera. This information will assist in the advance preparation of Diplomatic Notes and Customs letters to avoid excessive demurrage charges.
 - b. Sealift Shipments: Procedure is same as above. Fax a copy of the OBL and any relevant packing lists, etc.
3. The Diplomatic Note prepared for the MOFA takes about five working days, and then submitted to the Customs Department; this takes a minimum of three working days, therefore a total minimum of eight days.
 - a. It is strongly recommended that advance copies of all relevant documents for both air and sea shipments be forwarded as soon as all bookings are made.
 - b. The process time is approximately two weeks, so suppliers/shippers should incorporate that time when planning shipments to Post in Barbados.

D. BOLIVIA

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/bl.htm>.
2. Cargo.
 - a. Air Shipments.
 - (1) Cargo via MILAIR does not go through customs in Bolivia. Therefore, there are no customs procedures for military cargo that includes HHG and POVs.

- (2) In the unlikely event that something comes in via commercial air, it will go through customs and the Embassy General Services Officer will process the cargo.
- b. Ocean Vessels. Bolivia is a landlocked country, therefore, there is no shipping via sea.
3. POC is Claudia Argandoa, MILGP-Bolivia, phone: 591 243-3251, fax: 591 243-0421, email: argandoc@lapaz.mg.southcom.mil.

E. BRAZIL

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/br.htm>.
2. Cargo. To be developed.

F. COSTA RICA

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/cs.htm>.
2. Cargo. Recommend HHG destined to Costa Rica for service members be labeled as “Diplomatic Cargo.” This will preclude goods going through a Costa Rican fiscal warehouse that will delay and complicate delivery of goods to the service member. If cargo is labeled “Diplomatic Cargo”, the AMC station manager will be able to hand-off the cargo to a moving company for delivery to the service member.
3. POC for Costa Rican Customs issues are the US Embassy Customs specialist, or Oscar Vargas at 506 220-3939 ext. 2397.

G. ECUADOR

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/ec.htm>.
2. Cargo
 - a. MILAIR: These shipments do not clear customs. The shipments will be removed by consignee, US Military Group (USMILGP), American Embassy or taken to moving company storage facility in case of HHG, UB, or POV shipments without any customs clearance. Note: Outgoing shipments on MILAIR do not need any authorization from Customs to leave the country.
 - b. Commercial Air Courier – Military Shipments
 - (1) Shipments sent by FEDEX, DHL, and UPS or any air courier company should be addressed to AMERICAN EMBASSY/ EMPLOYEE NAME/ USMILGP and must be declared as “DIPLOMATIC CARGO”.
 - (2) If you are required to declare a value for customs, do not declare a commercial value for customs. Please declare US \$1.00 to avoid delays.
 - (3) As an advance notice of shipment, fax a copy of the AWB prior to arrival of shipment to the port of Ecuador: Fax 011-593-2-504-549; ATTN: USMILGP. Advance notification will allow identifying where the shipment is to arrive, initiate customs process, and possibly avoid incurring storage fees.
 - (4) AWBs must be express mailed or electronically transmitted to the Courier Company or USMILGP immediately as they become available. Customs clearance can be processed only with the original documentation.
 - (5) Shipping related expenses must be taken into consideration and provided in advance to cover administrative, customs, and storage fees.

- (6) Simple customs procedures are performed by the General Services Officer (GSO) on all outgoing shipments. There are no local restrictions or limitation on size, weight, or number of shipments.
- c. Ocean Vessels - Military Shipments
 - (1) Contact the USMILGP in Ecuador to cover all shipping details and to provide country advance notice of shipment (telephone: 011-593-2-504-151 or 2). The Logistics Section at the USMILGP will handle customs processing for official military equipment.
 - (2) Original BL must be consigned to AMERICAN EMBASSY/ EMPLOYEE NAME/USMILGP. Original BL's must not be consigned to any local agent.
 - (3) As an advance notice of shipment, fax a copy of the Original BL prior to arrival of shipment to the port of Ecuador: fax 011-593-2-504-549 ATTN: USMILGP. Advance notification will allow identifying where the shipment is to arrive, initiate customs process, and possibly avoid incurring storage fees.
 - (4) Original BLs must be expressed mailed or electronically transmitted to port and USMILGP immediately as they become available. Customs clearance can only be processed with the original documentation.
 - (5) Shipping related expenses must be taken into consideration and provided in advance to cover administrative, customs, and storage fees.
 - (6) Simple customs procedures are performed by GSO on all outgoing shipments. There are no local restrictions or limitation on size, weight, or number of shipments.
- d. For further information, please feel free to contact: MSgt Carlos R. Cortez, Logistics Section, U.S. Military Group Quito, Ecuador at Commercial (011)(593)(2) 504-151/2 and fax 504-549, and DSN 294-9000 (wait for dial tone) 86-446-4617 or 4686 and fax 4633.

H. EL SALVADOR

- 1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/es.htm>.
- 2. Cargo.
 - a. MILAIR: All USG cargo moved via MILAIR does not process through customs. AMC Station Manager receives the cargo.
 - b. Commercial Air. USG cargo moved via commercial air must process through customs. Embassy Shipping and Customs Office requires three working days to release the cargo from customs. Advanced documentation, (i.e., AWB and Packing List) is necessary to meet this constraint.
 - c. Ocean Vessels: Cargo arriving by sea via commercial means must process through customs. The Embassy Shipping and Customs Office requires five working days to release the cargo from customs. BL and Packing List is required in advanced. For POVs, in addition to the GBL, there is a requirement for the vehicle title and proof of value.
- 3. The US Embassy General Services Officer will process all documentation. All cargo must be addressed to US Embassy El Salvador/USMILGP. POC is SFC Jose A. Sanchez at 011-503-278-4444, e-mail: sanchezj@sansalvador.mg.southcom.mil

I. GUATEMALA

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/gt.htm>.
2. Cargo. Currently, cargo does not process through Customs since the military ramp is used for AMC missions.
 - a. If the civilian aircraft ramp is used, the following documents will be required:
 - (1) One copy of original manifest.
 - (2) Bill of sale or invoice for each shipment.
 - (3) Diplomatic Request Note.
 - b. All cargo will be released by customs in five days with the exception of commissary items, which will be released the same day.
 - c. The US Embassy General Services Officer will process the paperwork.
 - d. All cargo must be addressed to US Embassy/MILGP.
3. POC for Customs issues is the US Embassy General Services Transportation Officer or SFC George Roderick, Commercial: (502) 332-3235/3254.

J. HAITI

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/ha.htm>.
2. Cargo.
 - a. Air Shipments.
 - (1) MILAIR: Requires at least two weeks advance notice. A legible copy of the GBL must be provided with a complete manifest/inventory of the shipment at the time of notification. This allows the Military Liaison Office (MLO) to coordinate with local customs officials prior to delivery and discuss what other items/shipments can be cleared at the airport. For large shipments, call Commercial 509 223-0970, Fax 509 221-5867.
 - (2) Commercial Air: Military cargo and personal UB requires direct coordination by the shipper/TO with the US Embassy GSO, shipping department, at least two weeks prior to shipment. Clearing customs is a very complex procedure in Haiti. Most documents are required to be originals. The GSO will specify what original documents they require and what documents can be copies. If all paperwork is correct and accepted by customs, shipments will usually be released from 10-30 days. These documents should be shipped via FEDEX to the GSO. POC is US Embassy GSO Shipping Department, Commercial 509 221-1102/3/4, request Shipping Department. Fax 509 222-1579 ATTN: Shipping Dept.
 - b. Ocean Vessels: Military Cargo, HHG and POVs require direct coordination by the shipper/TO with the US Embassy GSO, Shipping Department, at least two weeks prior to shipment. Clearing customs is a very complex procedure in Haiti. Most documents are required to be originals. If all paperwork is correct and accepted by customs, shipments will usually be released from 21-42 days. These documents should be shipped via FEDEX to the GSO. POC is US Embassy GSO Shipping Department, Commercial 509 221-1102/3/4, request Shipping Department. Fax 509 22-1579 ATTN: Shipping Dept.
3. If all else fails, contact the MLO Administration Non-Commissioned Officer or send an email to: mlo@haitiworld.com.

K. HONDURAS

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/ho.htm>.
2. Cargo. All general cargo, personal property, and small packages destined for Joint Task Force (JTF)-Bravo, Soto Cano, must be marked for JTF-B, Soto Cano, Honduras, and be shipped by MILAIR.

L. NICARAGUA

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/nu.htm>.
2. Cargo. To be developed.

M. PARAGUAY

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/pa.htm>.
2. Cargo.
 - a. Air Shipments.
 - (1) Cargo moving by MILAIR. All USG cargo moved via MILAIR requires at least one-week advance notice. A legible copy of the GBL must be provided at time of notification.
 - (2) Cargo moving by Commercial Air. USG cargo moved via commercial means must be cleared within eight weeks of arrival. Requirement for advance documentation (GBL) is necessary to meet this constraint. For POVs, in addition to the GBL, there is a requirement for the vehicle title and proof of value.
3. POC is Ms. Emma Careaga, Phone: 595-21-205-207, Fax: 595-21-210-827, Email: ecareaga@san.osd.mil.

N. PERU

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/pe.htm>.
2. Cargo.
 - a. Air Shipments.
 - (1) Shippers must provide the GBL or AWB, Invoice, and Inventory List to the American Embassy. The GBL must contain the name of the moving company assigned to perform the local move in the case of a door-to-door shipment of HHG. These documents must be sent via courier or faxed to: American Embassy, Lima, Peru – Attention General Services Office (GSO), in order to have these documents arrive prior to cargo. The fax number is: 511 434-3066.
 - (2) Once a shipment arrives, it automatically goes into the Peruvian Customs Warehouse.
 - (3) The American Embassy uses the shipping documents received in advance to request the tax exemption from the MOFA and the Customs Headquarters, prior to initiating the customs clearance process. The process takes approximately three-four weeks after the shipment arrives and the owner has been officially accredited to the MOFA.

b. Ocean Vessels.

(1) General cargo.

- (a) Shipper must send copy of GBL, itemized packing list, commercial invoice and original OBL to American Embassy Lima Peru, Attn: General Services Office (GSO) fax: 511 434-3066.
- (b) The American Embassy uses the shipping documents received in advance to request the tax exemption from the MOFA and the Customs Headquarters, prior to initiating the customs clearance process. The process takes approximately three-four weeks after the shipment arrives.

3. POC is Mr. Edmundo Sarmiento, Phone: (511) 434-3000, ext. 2607, Fax: (511) 434-3066, Email: SARMIENTEA@state.gov.

O. URUGUAY

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/uy.htm>.

2. Cargo.

a. Air Shipments.

- (1) Incoming cargo via MILAIR. These shipments do not clear customs. They are removed by the Office of Defense Cooperation (ODC) or the moving company (in case of HHG/UB) without any customs clearance.
- (2) Outgoing cargo via MILAIR. Cargo being exported must clear customs. This is done by submitting a Diplomatic Note to the Foreign Affairs Ministry and Customs. The note must include the name of individual and a copy of the inventory (in the case of HHG/UB), number of pieces, weight, estimated time of departure (ETD), and destination. The approval process takes about seven days.

b. Ocean Vessels.

- (1) Incoming surface cargo. The original OBL from the carrier is required to initiate the customs clearance process.
- (2) Outgoing surface cargo. The original OBL from the carrier is required to initiate Foreign Ministry and Customs clearance. Also, a Diplomatic Note must be submitted to the Foreign Affairs Ministry and Customs. The note must include the name of the individual and a copy of the inventory (in case of HHG/UB/POV), number of pieces, weight, ETD, and destination. The approval process takes about seven days.

- c. ODC POC is Miriam Barthe, Operations manager and Personal Property Shipping Officer; Commercial Phone: 011(598-2) 418-9805/410-8997; Unclas Commercial fax: 011(598-2)411-8678; DSN: 294-9000, at tone dial 59369. E-mail: mbarthe@san.osd.mil.

P. VENEZUELA

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/ve.htm>.

2. Cargo. Military and Department of State HHG and general military cargo arrive by AMC aircraft. Upon arrival, the AMC Station Manager processes the customs paperwork personally and the cargo is released to the USMILGP immediately.

3. Unit Deployments. Procedures vary. Normally, for scheduled deployments such as Counter Drug Training Students missions, US Forces arriving by MILAIR have their passports collected by the AMC station manager who immediately has them processed and returned.
4. POCs for Venezuelan Customs are: Director of Operations for Airfreight Customs, Franklin Leon, Telephone: 011-582-355-2549, and Director of Operations for Sea/Marine Customs: COL Miguel Caprio, Telephone: 011-582-355-1318.

THIS PAGE INTENTIONALLY LEFT BLANK

CHAPTER 514

UNASSIGNED COUNTRIES

This chapter identifies regulations or directives and establishes Customs/Border Clearance requirements and procedures and organizational POCs responsible for the entry/exit of material and personnel from the various countries listed.

A. CUSTOMS CLEARANCE PROCESSES

This section provides the most up-to-date overseas customs process information that has been obtained for the following countries:

Canada Mexico

B. CANADA

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/ca.htm>.
2. Cargo. Shipments to Canada (via all modes) must clear both USCS (for export) and Canada Customs and Revenue Agency (for import). The USCS monitors exports of defense articles from the US to Canada. Most DOD shipments to Canada are exempt from requiring an export license under 22 CFR 126.5, Canadian Exemptions. However, items on the USML must be shipped using a GBL and a completed SED. Refer to Chapter 508 for additional information on US export documentation requirements and SED preparation.
3. Shipments to Canada fall into two different categories, USG-owned or items procured by the Canadian Department of National Defense (DND).
 - a. When shipping materiel that is US Government-owned, which will remain so while in Canada, the BL/manifest will be annotated with the following statement: "Free entry under Canadian customs, Tariff Item No. 9810.00.00. Value for Canadian customs purposes \$ (dollar amount)." When using a commercial carrier and the shipment is consigned to either a US unit collocated with a DND unit or directly to a DND unit, a copy of the BL accompanied with additional information detailing which commercial carrier is used and where and when this shipment will enter Canada will be faxed to National Defense Headquarters Customs 613 995-2287. If necessary, contact the Customs section at either 613 995-0834 or 996-0290.
 - b. When shipping items procured by DND, a SED is required complete with references to each DD Form 1348-1A, Issue Release/Receipt Document (document identification, description, and value). A copy of the SED and each DD Form 1348-1A will be attached to the BL and another to Box 1 of each shipment. The hired carrier will be Canada Customs-bonded. All shipments are to be delivered "In Bond" to destination for Canadian Customs clearance at destination by the DND broker.

C. MEXICO

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/mx.htm>.
2. Cargo. To be developed.

THIS PAGE INTENTIONALLY LEFT BLANK